

Town of Ashburnham



ANNUAL REPORTS OF THE TOWN OFFICERS FOR CALENDAR YEAR 2019

www.ashburnham-ma.gov

Edited by: Mary Calandrella

Cover Photo Credits

Cover: photo of a waiting room installation of a collage produced by
exPressive Print and Promotion
for Ashburnham Dental Arts on Main Street in Ashburnham.

The installation measures 5' by 4' and is comprised Gicleé prints of photos taken by local
photographers on archival canvas. Each are framed with a metal floater frame.

Cover photography by: Left to right top: Unknown, Glenn Hathaway, Lorraine DeSouza
Left center: Donna Doherty, Glenn Hathaway, Donna Doherty
Left bottom: L. DeSouza, L. DeSouza,
L. DeSouza, Unknown, L. DeSouza

Layout and Printing done by exPressive Print and Promotion , 33 Main Street Ashburnham MA

As always, I want to thank all of the departments, committees, boards and commissions for
submitting your reports and all of the town resident who allowed us to publish their
wonderful photos that reflect a collective experience of life in our community.

MARY CALANDRELLA

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TOWN OF ASHBURNHAM

AT A GLANCE

Ashburnham was first settled in 1736. The name is of British origin, possibly drawn from the Earl of Ashburnham, in Pembrey, or the Sussex community of Ashburnham, UK.

Originally established as a collection of land grants given to officers and soldiers of the 1690 expedition to Canada, Ashburnham was called the "Plantation of Dorchester-Canada" until its eventual incorporation in 1765.

Today, governed by a Town Charter, a three member Board of Selectmen and a Town Administrator our Annual Town Meeting is on the first Tuesday in May and the Annual Town Election is on the last Tuesday of April. Ashburnham is a quintessential New England community.

As of our last census our population was reported as roughly 6300 with 4,377 registered voters. The FY19 Residential/Commercial Tax Rate was \$22.55 and \$20.10 for FY20.

Our signature 1832 ft Mt. Watatic is one of the last bald top mountains in North Central Mass without a cell tower and it attract thousands of hikers throughout the year in all weather conditions.

80 miles of public roads and 20 miles of private roads weave their way between pristine forests, fields, farms and lakes. There are 3,957 parcels in Ashburnham with 1,164 water customers and 675 sewer customers. Thousands return each spring to enjoy their summer homes here.

We are very proud of Stevens Memorial Library, located on 20 Memorial Drive, within Winchester Park clustered within the town center. Our awarding winning Not-For-Profit Ashburnham Municipal Light Plant is guiding the town towards the future with their green energy initiatives and excellent customer service.

Our regional school district AWRSD shared with the Town of Westminster—provides high quality. Cushing Academy, a renowned private boarding school, is located in our historic downtown area.

Ashburnham has a lot to offer as you will see in the reports to follow.



OUR PLACES OF WORSHIP

Apostolic Lutheran Church – Route 12
Ashburnham Community
Church – 9 Chapel
People's Church – 56 South Main Street
St. Denis Catholic Church – 85 Main St.
Sanctuary — Main Street

OUR RECREATION AREAS

Bickford Ball Field
Danny Marden Little League Field
Landry Field
Sweeney Memorial Playground
Whitney Ball Field
Winchester Park

OUR CEMETERIES

Fairbanks Cemetery
Meeting House Hill Cemetery
New Cemetery
St. Denis Cemetery



OUR TRAILS/HILLS/MOUNTS

Mount Watatic – Midstate Trail
Little Watatic Mountain
Russell Hill Town Forest
Bush Hill Town Forest – 3.5 Loop Trail
Packard Hill
Meeting House Hill
Ashburnham Rail Trail

OUR SCENIC ROADS

Bush Hill Road	Young Road
Cashman Hill Road	Willard Road
Corey Hill Road	Wilker Road
Cushing Street	Russell Hill Road
East Rindge Road	River Styx Road
Hastings Road	Packard Hill Road
Lashua Road	

Designated in May 11, 1974

OUR WATER RESOURCES

Cheshire Pond
Upper Naukeag-Reservoir
Lower Naukeag
Little Watatic Pond
Lake Watatic
Stodgemoor Pond
Lincoln Pond
Factory Pond
Sunset Lake
Winnekeag Lake
Marble Pond
Billy Ward Pond
Wallace Pond
Lake Wampanoag
The headwater of the Millers, Nashua
and Souhegan River Watersheds
Bear Meadow Brook
Bluefield Brook



TOWN HALL OFFICES

**32 MAIN STREET
ASHBURNHAM, MA 01430**

PH: 978-827-4100

FX: 978-827-4105

Monday through Thursday

7:30 a.m. to 5:00 p.m. • Friday CLOSED



DEPARTMENT: TOWN ADMINISTRATOR/ BOARD OF SELECTMEN

CONTACT: Mary Calandrella
EMAIL: mcalandrella@ashburnham-ma.gov
EXTENSION: 0

DEPARTMENT: Treasurer/Collector

CONTACT: Sara Paz
EMAIL: sjpaz@ashburnham-ma.gov
EXTENSION: 1, Option 2

DEPARTMENT: Assistant Treasurer/Collector

CONTACT: Mary Ellen Kelly
EMAIL: mkelly@ashburnham-ma.gov
EXTENSION: 1, Option 2

DEPARTMENT: Town Clerk

CONTACT: Michele Johnson
EMAIL: mjohnson@ashburnham-ma.gov
EXTENSION: 3

DEPARTMENT: Assessors

CONTACT:
EMAIL: assessors@ashburnham-ma.gov
EXTENSION: 2

DEPARTMENT: Town Accountant

CONTACT: Julie Costello
EXTENSION: 1 option 4

DEPARTMENT: Conservation Commission

CONTACT: Rich Turcotte
EMAIL: conservation@ashburnham-ma.gov
EXTENSION: 4, Option 2

DEPARTMENT: Board of Health

CONTACT: Rick Metcalf
EMAIL:
EXTENSION: 7

DEPARTMENT: Land Use

CONTACT: Heather Ruziak
EMAIL: hruziak@ashburnham-ma.gov
EXTENSION: 6

DEPARTMENT: Land Use

CONTACT: Donna Burton
EMAIL: dburton@ashburnham-ma.gov
EXTENSION:

DEPARTMENT: Planning Board

CONTACT: Please leave a voice message
EMAIL: hruziak@ashburnham-ma.gov
EXTENSION: 4, Option 1

DEPARTMENT: Town Hall Custodian

CONTACT: Jon Sell
EMAIL: jsell@ashburnham-ma.gov
EXTENSION: 8

EMERGENCY 911

24 HOUR DISPATCH 978-827-5714

Police Department

99 Central Street Office:
978-827-4110
Animal Control/Dispatch (24 hrs.)
• 978-827- 5714
• Fax: 978 - 827- 5703

Fire Department

99 Central Street
General Office : 978 - 827- 4021
Dispatch (24 hrs.): 978 - 827- 5714
Fax: 978 - 827- 4111

DPW W/S Department

17 Central Street
General Office: 978 - 827- 4120
Dispatch (24 hrs.): 978 - 827- 5714
Fax: 978 - 827- 4121

Municipal Grounds Department

8 Williams Road
General Office: 978 - 827- 4122
Dispatch (24 hrs.): 978 - 827- 5714

Municipal Light Plant

24 Williams Road
General Office: 978 - 827- 4423
Dispatch (24 hrs.): 978 - 827- 5714
Fax: 978 - 827- 3370

Senior Center/Council on Aging

32 Main Street
General Office: 978-827- 5000
MART Van Reservations:
978 - 827- 5000
(24 hour advance notice required)

STEVENS MEMORIAL LIBRARY

20 Memorial Drive
General Office: 978-827- 4115
Fax: 978-827- 4116

School Superintendent Office

11 Oakmont Drive
General Office: 978 - 827-1434
Fax: 978 - 827- 5969

Oakmont Regional High School

9 Oakmont Drive
General Office: 978 - 827- 5907

Overlook Middle School

10 Oakmont Drive
General Office: 978-827-1425

J. R. Briggs Elementary School

96 Williams Road
General Office: 978 - 827- 5750



Elected State Officials

GOVERNOR

Honorable Charlie Baker (R)

www.mass.gov/governor/contact

BOSTON OFFICE

OFFICE OF THE GOVERNOR, ROOM 208
BOSTON, MA 02133
PHONE: 617-725-4005

SPRINGFIELD OFFICE

WESTERN MASS. OFFICE OF THE GOVERNOR
STATE OFFICE BUILDING
436 DWIGHT STREET, SUITE 300
SPRINGFIELD, MA 01103
PHONE: 413-784-1200

WASHINGTON, D.C. OFFICE

OFFICE OF THE GOVERNOR
444 NORTH CAPITAL STREET, SUITE 208
WASHINGTON, D.C. 20001
PHONE: 202-624-7713

UNITED STATES SENATORS

Edward Markey (D)

www.markey.senate.gov

WASHINGTON, D.C. OFFICE

218 RUSSELL SENATE OFFICE BUILDING
WASHINGTON, D.C. 20510
PHONE: 202-224-2742

BOSTON OFFICE

975 JFK BUILDING
15 NEW SUDBURY STREET
BOSTON, MA 02114
PHONE: 617-565-8519

Elizabeth Warren (D)

www.warren.senate.gov

WASHINGTON, D.C. OFFICE

317 RUSSELL SENATE OFFICE BUILDING
WASHINGTON, D.C. 20510
PHONE: 202-224-4543

STATE SENATOR

Anne M. Gobi

anne.gobi@masenate.gov

BOSTON OFFICE

STATE HOUSE, ROOM 513
BOSTON, MA 02133
PHONE: 617-722-1540
FAX: 617-722-1078

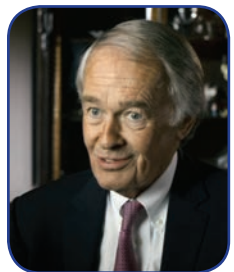
ATTORNEY GENERAL

Maura Healy (D)

agoweb@state.ma.us

BOSTON OFFICE

ONE ASHBURTON PLACE, 20TH FLOOR
BOSTON, MA 02108
PHONE: 617-727-2200



UNITED STATES REPRESENTATIVE

Niki Tsongas (D)

WASHINGTON, D.C. OFFICE

1714 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20510
PHONE: 202-225-3411
FAX: 202-226-0771

LOWELL OFFICE

126 JOHN STREET, SUITE 12
LOWELL, MA 01852
PHONE: 978-459-0101

LAWRENCE OFFICE

15 UNION STREET, SUITE 401
LAWRENCE, MA 01842
PHONE: 978-459-0101

Lori Trahan (D)

ELECTED 2019

1714 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
PHONE - 202-225-3411

LOWELL OFFICE

126 JOHN STREET, SUITE 12
LOWELL, MA 01852
PHONE - 978-459-0101

LAWRENCE OFFICE
15 UNION STREET, SUITE 401
LAWRENCE, MA 01842
PHONE - 978-258-1138

STATE REPRESENTATIVE

Jonathan Zlotnik (R)

jon.zlotnik@mahouse.gov

BOSTON OFFICE

STATE HOUSE, ROOM 437
BOSTON, MA 02133
PHONE: 617-722-2080
FAX: 617-626-0333

DISTRICT OFFICE

CITY HALL, ROOM 212
95 PLEASANT STREET
GARDNER, MA 01440
PHONE: 978-410-9559

SECRETARY OF STATE

William F. Galvin (D)

cis@sec.state.ma.us

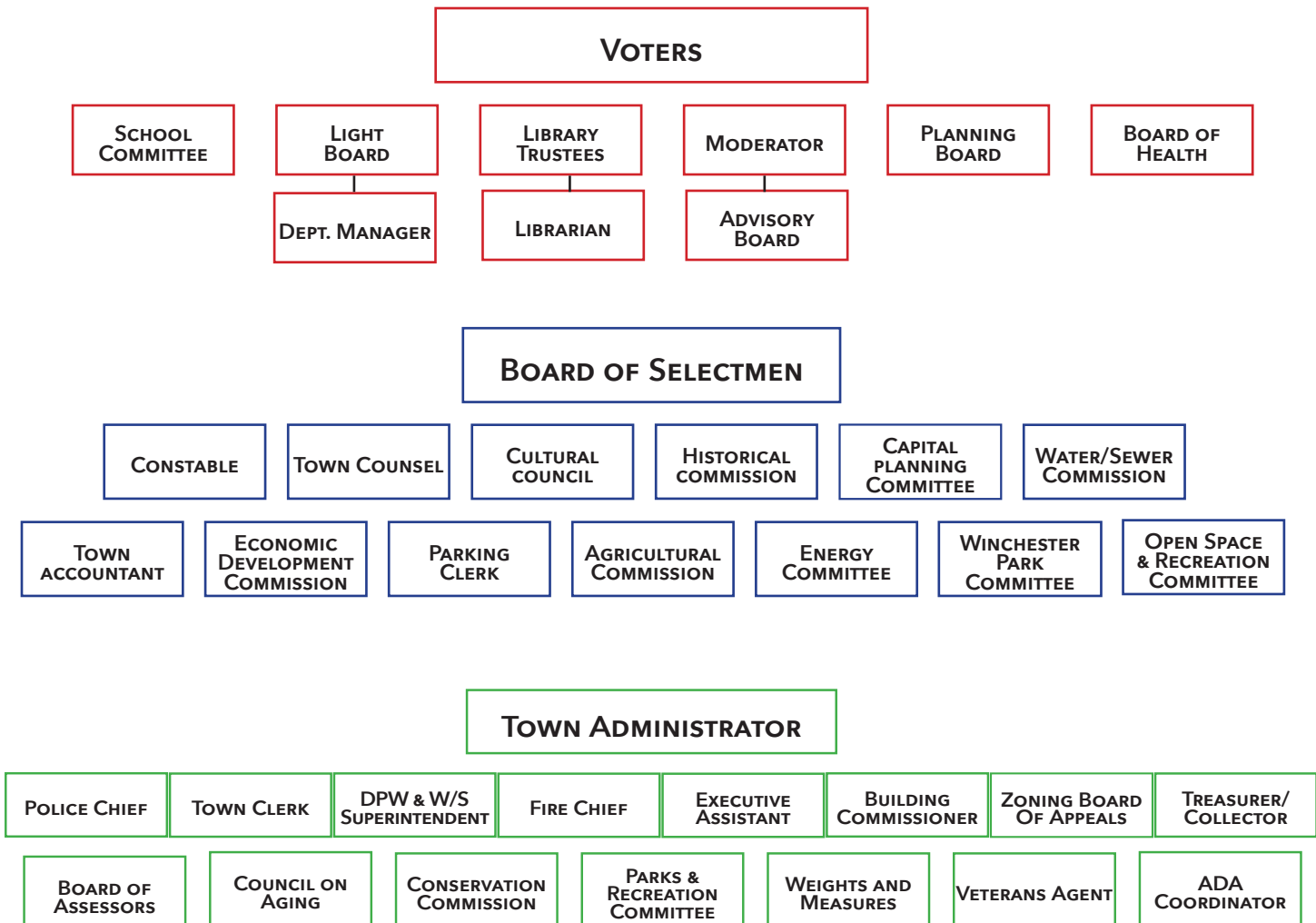
BOSTON OFFICE

CITIZEN INFORMATION SERVICE
McCORMACK BUILDING
STATE HOUSE, ROOM 437
BOSTON, MA 02133
PHONE: 617-722-2080
FAX: 617-626-0333





ORGANIZATIONAL CHART



Municipal Officials

ELECTED TOWN OFFICIALS

POSITION	TERM
MODERATOR	1 YEAR
Keith Glenney	2020
BOARD OF SELECTMEN	3 YEAR
Leo Janssens	2023
Rosemarie Meissner, Chair	2021
John Mulhall	2020
BOARD OF HEALTH	3 YEAR
Patrick Durkee	2020
Thomas Flanagan	2021
Glenn Hathaway, Chair	2019
F. John McLaughlin	2021
Scott Sibley	2019
PLANNING BOARD	5 YEAR
Larry Boudreau	2019
Roger Hoyt, Chair	2022
Walt Meissner	2024
Richard Wright	2022
William J. Nolan, III ,	
Associate Member	2021
Jerilyn Losordo	2023
LIBRARY TRUSTEES	3 YEAR
Chris Rigby	2021
Anne Olivari	2022
Katie Greenwood Stevens	2021
Paula St. Laurent-Kuehl	2019
Edward Vitone, Chair	2020
Molly Ruble	2020
MUNICIPAL LIGHT BOARD	3 YEAR
Richard Ahlin	2020
Mark Carlisle	2019
Steve Hogan	2021
ASH/WEST. REG. SCHOOL COMM.	
ASHBURNHAM	3 YEAR
Christine Eddy	2020
Ellen Holmes	2020
Kyle Johnson	2022
Winifred Kender	2021
Jennifer Storm	2022
WESTMINSTER	3 YEAR
R. William Ewing	2021
Janet Smith	2022
Justin Sparks	2020
Andrew Storm	2022
Bridget Tucker	2020

MODERATOR APPOINTMENTS

POSITION	TERM
ADVISORY BOARD	3 YEAR
Gail Dumont	2020
Joseph Oliveira	2019
James Piedrafite	2020
Ronald Putnam, Chair	2020
Michael Smith	2019
Chris McNabb	2019
Nancy Fisher	2021

SELECTMAN'S APPOINTMENTS

POSITION	TERM
TOWN ADMINISTRATOR	3 YEAR
Interim – Douglas C. Briggs	2019
Interim – Mary Calandrella	2020
CONSTABLE	1 YEAR
Loring Barrett	2019
Chris Conrad	2019
TOWN COUNSEL	1 YEAR
C. Deborah Phillips, Esq.	2019
SPECIAL COUNSEL FOR LABOR RELATIONS	1 YEAR
Mirick O'Connell	2019
SPECIAL COUNSEL FOR TAX MATTERS	1 YEAR
Coppola & Coppola	2019
MONTACHUSETT REGIONAL PLANNING COMMISSION	1 YEAR
Rosemarie Eldridge Meissner	2020
MART ADVISORY BOARD	1 YEAR
Jan Robbins	2020
PARKING CLERK	1 YEAR
Donna Burton	2020
REP. MONTY TECH SCHOOL DISTRICT COMMITTEE	5 YEAR
Diane Swenson	2019
MT. WATATIC MANAGEMENT	1 YEAR
Christopher Picone	2020
CULTURAL COUNCIL	3 YEAR
Deb Gardner	2019
Rebecca Cinclair	2019
Rebecca Rice – Flanagan, Chair	2019

SELECTMAN'S APPOINTMENTS

POSITION	TERM
HISTORICAL COMMISSION	3 YEAR
Christina Sargent, Chair	2019
David Parker	
WATER/SEWER COMMISSIONERS	3 YEAR
David Berger	2021
Leo Collette	2021
George Cornwall	2021
Valorie Daigle	2021
Charlie Packard	2021
CAPITAL PLANNING COMMITTEE	1 YEAR
Bill Johnson	2021
James Piedrafite	2020
AGRICULTURAL COMMISSION	3 YEAR
Pat Amburgey	2018
Joy Grzyboski	2021
Kirby Lecy	2019
Kerry Koljian	2021
Pat Stewart	2020
Cynda Joyce	2021
ENERGY COMMITTEE	
Mark Carlisle	2021
Steve Hogan	2020
Ed Vitone	2020
OPEN SPACE AND RECREATION COMMITTEE	3 YEAR
Lorraine DeSouza, Chair	2022
Anna Wilkins	2022
Cec Snow	2020
Gary Howland	2021
Marshall Dennis	2020
ECONOMIC DEVELOPMENT	
Paul Silva	2021
Rosemarie Meissner, Vice Chair	2019
Kirby Lecy	2020
Ron Putnam, Chair	2020
Christina Sargent	2020
Jaclyn Wooding	2019
Richard Wright	2021



Municipal Officials

TOWN ADMINISTRATOR'S APPOINTMENTS

POSITION	TERM	POSITION	TERM	POSITION	TERM
FIRE CHIEF	3 YEAR	BOARD OF REGISTRARS	3 YEAR	Elaine Cormier	2019
James Cleveland	2020	Nancy Gahan	2021	Charlotte Cramm	2019
DPW AND W/S SUPERINTENDENT		Michelle Johnson	2019	Barbara Hanson	2019
& TREE WARDEN	3 YEAR	Elizabeth A. Rosbury	2020	Virginia Driscoll	2019
Stephen Nims	2021	Heather Sikora	2021	Jean Kokernak	2019
POLICE CHIEF	3 YEAR	CONSERVATION COMMISSION	3 YEAR	Maggie Whitney	2019
Loring Barrett	2023	Linda Couture	2019	Jean Mountain	2019
REGIONAL ANIMAL		Marshall Dennis, Chair	2020	Arthur Pinsoneault	2019
CONTROL OFFICER	1 YEAR	Kristin Godfrey	2021	Lynne Pinsoneault	2019
Gardner Animal Control	2019	Andrew Henderson	2019	Louise Reid	2019
TREASURER	3 YEAR	Christopher Picone	2019	Marcy Corby	2019
Sara Paz	2021	COUNCIL ON AGING	3 YEAR	Mary Gagnon	2019
ASSISTANT TREASURER	3 YEAR	Ellie Baker, Chair	2020	Sandra Jaillet	2019
Mary Ellen Kelly	2021	Betty Bushee	2019	ZONING BOARD OF APPEALS	3 YEAR
TAX COLLECTOR	3 YEAR	Marcy Corby	2020	Richard Archer	2020
Sara Paz	2021	Christina Daws	2019	Elaine Membrino	2019
TOWN CLERK	3 YEAR	Althea Donahue	2019	Mark Carlisle	2020
Michelle Johnson	2021	Virginia Driscoll	2019	Robert Fichtel , Alternate	2022
BUILDING COMMISSIONER &	3 YEAR	Jerry Hamel	2021	Terry Girouard	2020
ZONING OFFICER		Barbara Hanson	2020	David Perry, Chair	2022
Richard Travers	2021	Gloria Jean Lorion	2021		
Richard Reynolds, Alternate	2019	Jan Robbins, Director			
ASSISTANT	BUILDING	Shirley Stevens	2020		
COMMISSIONER	1 YEAR	ADA COORDINATOR	3 YEAR		
Richard Hanks	2019	Richard Cannavino	2021		
ELECTRICAL INSPECTOR	1 YEAR	PARKS AND RECREATION	3 YEAR		
Richard Cannavino	2019	COMMITTEE			
ASSISTANT ELECTRICAL INSPECTOR	1 YEAR	Elisabeth Branham	2020		
Joseph Olivari	2019	Deanne Smith	2019		
Harry Paraviainen	2019	Hank Parkinson, Chair	2020		
GAS & PLUMBING INSPECTOR	1 YEAR	Jennifer Viana	2022		
Wayne Little	2019	TRUST FUND COMMISSION	3 YEAR		
James Imprescia, Alternate	2019	Sara Paz	2019		
SEALER OF WEIGHTS & MEASURES	1 YEAR	Linda Ramsdell	2019		
Steven Slocum	2019	Michelle Johnson	2019		
VETERANS AGENT &		ELECTION OFFICERS			
BURIAL AGENT	3 YEAR	ELECTION CONSTABLES	1 YEAR		
Sarah Wyman	2019	Ronald W. Skaife	2020		
BOARD OF ASSESSORS	3 YEAR	William Webber	2020		
Donna Burton	2020	Paula Boutwell	2019		
Walter Harrington	2019	Betty Bushee	2019		
Michael Saltsman	2022	Ann Brodeur	2019		
		Carol Chenevert	2019		



Town Counsel Annual Report

"We do not have government by the majority.
We have government by the majority who participate."
Thomas Jefferson

Fiscal Year 2019 began with a flurry of land use issues involving several zoning bylaw provisions not previously utilized. Economic development and how local bylaws may affect it became a topic requiring considerable legal research. Due to changes in the state laws, exploring whether and how the marijuana industry could contribute responsibly to the local economy was a focal point in the fall, along with other proposals to update town bylaws. By springtime, additional initiatives developed, and I found myself humming, "Sign, sign, everywhere a sign" as I researched First Amendment implications and assisted the Ashburnham Economic Development Committee and Board of Selectmen in designing a new sign bylaw to meet current legal standards.

Other matters on which I provided legal advice involved various topics including leases, contracts, and licensing and permitting issues. I reviewed several contracts and policies for the Board of Selectmen, and assisted department heads with enforcement matters and compliance with state laws and regulations.

I also provided legal services regarding the following:

- Cannabis Control Law/Local Taxes/Procedures
- Open Meeting Law Requirements
- Vendor and Personnel Contracts
- Department of Revenue Reporting Requirements

During the year town officials and department heads called upon me for written or oral advice regarding the obligations of their offices as well as their duties and

responsibilities. Various town boards, commissions and committees also requested advice or information from time to time to assure that they act appropriately with respect to public hearings or other matters pending before them. Generally, I provided advice and information so that individual town officials and the volunteer boards complied with the increasingly complex legal requirements, procedures and standards for matters within each official's or board's jurisdiction. Such legal advice consisted of interpreting and applying the General Laws, the Code of Massachusetts Regulations, appellate court rulings, and local laws such as the town's charter and bylaws.

I provided legal advice to the Board of Selectmen relative to compliance with applicable policies and procedures issued by the Department of Revenue, Inspector General, and other state offices that have oversight and/or issue guidance for municipalities.

Finally, I reviewed and performed legal research to assist in the preparation of articles and motions for the annual and special town meetings during the year.

I would like to take this opportunity to thank the town officials who cooperated and assisted me during fiscal year 2019 as I endeavored to carry out my responsibilities as Town Counsel. Serving as the town's legal advisor remains a pleasure and a privilege for me and my firm. Thank you. Respectfully submitted,

C. Deborah Phillips, Town Counsel



To: The Honorable Board of Selectmen and the Citizens of the Town of Ashburnham Summary Report: Matters Handled in Representation of Town of Ashburnham during Calendar Year 2019

In calendar year 2019, we provided Town officials with legal advice on a number of labor and employment matters. Such advice included, among other things, (1) day-to-day employment advice on a variety of topics such as the application of the Family and Medical Leave Act (FMLA) and the Americans with Disabilities Act (ADA); and (2) traditional labor advice concerning the collective bargaining agreements with the Town's bargaining units and strategy during collective bargaining negotiations.

We have also represented the Town with regard to pre-discipline due process hearing and subsequent grievance filed by one of the Town's labor unions on behalf of an employee who was demoted.

In addition, we assisted the Town in the review and updating of a number of employment

policies.

As well, we advised the Town regarding its investigation of suspected misconduct by an employee claiming to have been injured while at work and the subsequent separation of that employee. We also represented the Town with regard to pre-termination due process hearing regarding a former employee who was unable to perform the essential functions of the employee's job under the ADA. Finally, we assisted the Town in dealing with employment issues in the Stevens Memorial Library.

We have greatly enjoyed working as Labor Counsel to the Town and with its various officials and appreciate their continued support and cooperation. Thank you for the privilege of representing you!

Very truly yours, Corey F. Higgins
— Labor Counsel



VOLUNTEER RECOGNITION

"Service of 15 years or more on Boards
Committees/Commissions"

NAME/SERVICE	YEARS
Charlotte Cramm53 Election Officer	Leo Collette 23 W/S Commission
Carol Chenevert 37 Election Officer	Val Daigle 15 W/S Commission
Christina Sargent36 Historical Commission	George Cornwall 22 W/S Commission
Jean Kokernak 35 Election Officer	Terry Girouard 22 Zoning Board Of Appeals
Paula Boutwell 29 Election Officer	Art Pinsonault 21 Election Officer
Elaine Cormier 27 Election Officer	Louise Reid 19 Election Officer
David Perry..... 26 Zoning Bd. Of Appeals	Nancy Gahan 18 Board of Registrars
David Berger..... 23 W/S Commission	

TOWN CLERK VITAL STATISTICS

Deaths Recorded	53
Births Recorded	47
Burial Permits Issued	17
Marriage Intentions Recorded	22
Marriage Certificates Recorded	22
Business Certificates Filed	44
Raffle Permits	2
Dog Licenses	1199
Breakdown of Dog Licenses	
Kennels	20
Male	128
Female	67
Neutered Male	448
Spayed Female	556
Total	1199



Entrance to the Town Pound on Cushing Street

The Town of Ashburnham has many Boards, Committees and Commissions that exist solely because of the selflessness and dedication of the many volunteers.

The Town would like to acknowledge and thank these individuals who are currently serving and have worked countless hours to make the Town a great place to live. We thank you!

The Board of Selectmen continues to search for volunteers to staff the Town's various Boards and Committees.

Serving on one of the Town's Boards, Committees, or Commissions offers a rewarding challenge to share your talents as well as your energy to make our Town a great place to live.

If you are interested in volunteering to serve on a Town Board, Committee or Commission please complete the form on the Town's website: www.ashburnham-ma.gov under the Employment/Volunteer menu choice, download the form and mail it to or drop it off at Town Hall.

RETIREMENT NEWS



Hired in 1987 and devoting thirty two years to the reliability of delivering power for the residents of Ashburnham, Bruce Brackett retired February 1st. Beginning his employment 10 years before the AMLP substation was built, before the relocation to Williams Rd and 27 years before the Murray Road solar array was installed, there were few residents of the town Bruce didn't know. He will be missed and we wish him well in the hopes that he spends many years hunting, fishing and relaxing and all with a pencil tucked into his baseball cap.



Board of Selectmen

Annual Report 2019

To the Citizens of Ashburnham:

Following the April election, the Board of Selectmen included Rosemarie Eldridge Meissner (Chair), Leo Janssens (Clerk) and John Mulhall (Member).

Leo Janssens who, after a one-year hiatus, was re-elected to the Board having previously served for two terms. Leo has a long history of service to Ashburnham as a member on the Advisory Board, Capital Planning Committee, Zoning Board of Appeals and the Economic Development Commission. His past experience is welcome and greatly appreciated. Leo replaces Kyle Johnson who chose not to run for re-election. We thank Kyle for his four years of dedicated service.

This past year has been a challenging one for the Board of Selectmen, the Town, and its employees. After meetings with the representatives from the Massachusetts Department of Revenue in May, it was imperative the Board and Finance Team immediately focus their efforts on improving and changing the Town's financial practices. Over the summer and through the fall, the Board held many meetings in addition to its monthly meetings, to establish and facilitate a course correction. Throughout this time, the Board cohesively worked in the best interest of the Town. In Fiscal 2019 and early Fiscal 2020, the following actions were taken:

- Completed FY17 and FY18 audits and began the FY19 audit.
- Hired Melanson Heath as our Town Auditor.
- Contracted with a new Town Accountant, Julie Costello, to begin in January 2020.
- Expanded department access to the Town's financial software system and provided training.
- Reset Board priorities and responsibilities.
- Increased engagement with the Advisory Board.
- Hired a new Town Administrator, Brian Doheny, to begin in January 2020.
- Improved and continue to improve financial best practices.

These efforts and others were not achievable without the assistance of many.

We would like to especially thank, Doug Briggs, acting town administrator; Mary Calandrella, our executive assistant; Debbie Phillips, Town Counsel; Ron Putnam, Chair of the Advisory Board; Ed Vitone, Chair of the Town Administrator Search Committee; and our search committee including Chief Larry Barrett, Lorraine DeSouza, Bill Johnson, Steve Coswell, Jeff Lawrence, Christine Eddy, Joe Olivari, and Mary Ellen Kelly.

Each fiscal year the Board Selectmen set goals which we work towards facilitating.

- For FY19 participating in the Complete Streets Program to plan improvements accommodating users of all ages and abilities was a goal. We formed a Complete Streets Committee, developed a priority project list and submitted a grant application.
- We set a goal of engaging more regularly with Boards, Committees, and Commissions. The Board met with members of the Cultural Council, Open Space and Recreation Committee, Economic Development Commission, the Agricultural Commission, and the Water and Sewer Commission. We appointed a new committee, the Winchester Park Committee, tasked with directing their efforts to the development of a comprehensive master plan focusing on the best use of Winchester Park for residents of all ages. We also began updating the Appointed Committee Handbook which will provide members with the information necessary to manage successful committees.
- A Paving Study was completed providing the Town with an assessment of road conditions and recommendations on forecasted maintenance and repair allowing us to budget for future expenditures and assist with grant applications.

As voted at the Fall 2018 Special Town Meeting, we passed a by-law allowing marijuana establishments to do business in our town. In late 2019 we began receiving applications from prospective businesses. We appointed a Marijuana Review Team tasked with evaluating these applications and assisting with the negotiation of Host Community Agreements.

We are proud to report that through collaboration with the Trustees of Reservations, the Ashburnham Conservation Trust, the North County Land Trust, the City of Fitchburg, and the Town of Ashby; Crocker Farm/Jewell Hill will be forever open to Ashburnham

Continued on next page



Board of Selectmen

Continued | Annual Report 2019

residents and its visitors. Ashburnham's forests, lakes, and vistas are among our most precious assets and why many of us choose to live here. Ashburnham residents voted to support this endeavor at the Fall 2019 Special Town Meeting.

Finally, we would like to thank all our community volunteers who unselfishly dedicate their time to making Ashburnham a better place to live, work, and play. We encourage all residents, no matter how young or youngish, to

be involved, communicate with us, and participate in Town government. Vote. Attend Town Meeting. Join a Board or Committee. Run for municipal office. We need you.

Respectfully submitted by
Rosemarie Eldridge Meissner, Chair,
Leo Janssens, Clerk
John Mulhall, Member

Town Administrator

Annual Report 2019

To the Honorable Board of Selectmen and the Citizens of the Town of Ashburnham:

It is my honor to submit my annual report as the Interim Town Administrator. I was happily retired when in June of 2019, I was contacted by BOS Chair Rosemarie Meissner. Your Town Administrator had suffered a serious accident and the BOS did not know how long she would be out. I was asked to pinch hit as an Acting TA. My initial contract was for six weeks, and was ultimately extended for six months to the end of November.

June was the end of the fiscal year and the town was two years behind in the fiscal audits, and had not had Free Cash certified in two years. I knew it was a daunting task but felt I could end the fiscal year and keep things moving in the right direction while your TA was out. It became more challenging when on my first day I received notice that our long time Auditor resigned. I contacted the Department of Revenue (DOR) to learn where the town stood. I was informed subsequently that DOR would not continue offering resources then in place to assist the town, and would not certify Free Cash until we had our fiscal year 2019 audit completed.

Several weeks into my Acting TA position your TA resigned. I became your Interim TA. By then I had setup the process to hire a new Auditor and now needed to start the process of filling the Town Administrator's position.

Ed Vitone was appointed the Chair of the TA Search Committee and with the help of a great team and many hours of work, recommended several candidates from which the BOS appointed, Brian Doheny as the Town Administrator. He will begin mid January 2020.

Meanwhile, as the FY18 audit was being completed and the FY19 begun, the BOS was informed that our accounting firm, Bay State Accounting, was resigning as Town Accountant effective at the end of 2019. Our goal prior to their departure was to get the FY19 completed, set the tax rate for 2020 and submit the Schedule A to the DOR. When I left at the end of November, the tax rate was certified, the Schedule A was submitted, the FY19 audit was underway and the initial FY21 budget was complete. The town was very fortunate to hire Town Accountant Julie Costello to begin at the start of 2020.

Although much had been improved and a great financial team assembled, when I left the DOR was still holding fast to its position that the audit of FY19 had be completed prior to the release of Free Cash. Unfortunately, due to the restrictions of my retirement, I could not stay on beyond the end of November to personally see it completed.

I want to thank all the dedicated department heads and staff for assisting me and the town during this troubling time. I believe you have a bright future and have certainly enjoyed my time here.

Throughout this challenging time success would have not been possible without the support and guidance of Mary Calandrella, the Assistant to the Town Administrator. Mary stepped up and took over the Interim TA position, when I had to leave prior to Brian Doheny's start. Her extensive knowledge and strong commitment will lead in a smooth and successful transition.

Thank you again. Respectively submitted,
Doug Briggs Interim Town Administrator
(6/19 to 11/19)



Clerk Special Town Meeting

Annual Report 2019

PROCEEDINGS OF THE SPECIAL TOWN MEETING DECEMBER 09, 2019

PURSUANT TO THE FOREGOING WARRANT, THE LEGAL VOTERS OF THE TOWN OF ASHBURNHAM MET AT OAKMONT REGIONAL HIGH SCHOOL ON DECEMBER 9, 2019. MICHELLE JOHNSON OPENED THE MEETING AT 7:00 P.M. AND A TEMPORARY MODERATOR WAS ELECTED FOR THE NIGHT SINCE KEITH GLENNY WAS AWAY ON VACATION. RON REED WAS ELECTED AS TEMPORARY MODERATOR. THE BOARDS WERE INTRODUCED AND MARY CALANDRELLA WAS INTRODUCED AS INTERIM TOWN ADMINISTRATOR AND THE NEW TOWN ADMINISTRATOR BRIAN DOHENY, WHO WILL BE STARTING IN JANUARY WAS INTRODUCED.

ARTICLE 1.

To see if the Town will vote to transfer from the Stabilization Fund a sum of money to the Town Administrator Salary and Wages account (#0010-123-5110), or act in relation thereto.
(Requested by the Board of Selectmen)

MOTION: (*Rosemarie Meissner*) *I move that the town vote to transfer from the Stabilization fund a sum of \$ 95,000 to the Town Administrator Salary & Wages account (0010-123-5110-0000).*

EXPLANATION: The \$95,000 is what is estimated to cover the wages, for the rest of FY20, in the Town Administrator's office. This deficit in the TA's office budget occurred because of adjustments that were necessary to hire an interim TA and search for a new TA.

Selectman Recommend	YES
Advisory Recommend	TBD
Capital Plan Recommend	---
Tax Rate impact	NO

VOTE REQUIRED TO PASS : 2/3 MAJORITY

ARTICLE 1 VOTED: On a motion of Rosemarie Meissner, to vote to transfer from the Stabilization fund a sum of \$95,000 to the Town Administrator Salary & Wages account (0010-123-5110-0000).

MAJORITY VOTED: 2/3 MAJORITY VOTED YES



Photo by Laura Knight Kirkpatrick

ARTICLE 2.

To see if the Town will vote to transfer from the Stabilization Fund a sum of money to the Town Accountant Professional & Technical account (# 0010-135-5300), or at in relation thereto.
(Requested by Board of Selectmen)

MOTION: (*Leo Janssens II*) *I move that the town vote to transfer from the Stabilization fund a sum of \$ 44,000 to the Town Accountant Professional & Technical Account (0010-135-5300-0000).*

EXPLANATION: The Town had to conduct two audits (FY18 & FY19). There was only \$ 20,000 budgeted and the total cost for the audits was \$ 64,000. So this article will fund the balance.

Selectman Recommend	YES
Advisory Recommend	TBD
Capital Plan Recommend	---
Tax Rate impact	NO

VOTE REQUIRED TO PASS : 2/3 MAJORITY (EXPLANATION:)

Selectman Recommend	YES
Advisory Recommend	TBD
Capital Plan Recommend	---
Tax Rate impact	TBD

ARTICLE 2 VOTED: On a motion of Leo Janssens II, to vote to transfer from the Stabilization fund a sum of \$44,000 to the Town Accountant Professional & Technical Account (0010-135-5300-0000).

MAJORITY VOTED: 2/3 MAJORITY VOTED YES



Clerk Special Town Meeting

Continued | Annual Report 2019

ARTICLE 3.

To see if the Town will vote to raise and appropriate by borrowing pursuant to G.L. c. 44, Section 7, 8 and 8C as the case may be, or otherwise as authorized by law, a sum of money not to exceed Four Hundred Seventy Three Thousand Three Hundred (\$473,300.00) Dollars, to acquire by purchase or otherwise as provided by law, including but not limited to any and all engineering, legal and other costs related to such acquisition ("related costs"), for conservation, passive recreation and water supply protection purposes, certain interests in property located on Jewell Hill Road in the Town of Ashburnham, consisting of approximately eighty-four (84) acres, said property being the land described in a deed dated March 31, 1917, and recorded in the Worcester County North District Registry of Deeds at Book 338, Page 263, and identified as Map 38 Parcels 9 and 10 on the Town of Ashburnham Assessor's Maps, to be managed and controlled jointly by the Ashburnham Conservation Commission pursuant to G.L. c 40, Section 8C, and the City of Fitchburg Water and Wastewater Commission pursuant to G.L. c. 40, Sections 39B, 39E and 41, to authorize the Conservation Commission and/or the Selectmen to apply for, accept and expend any and all grants, and/or reimbursement funds available for such acquisition, including but not limited to any reimbursement pursuant to G.L. c. 132A, Section 11, and to authorize the Conservation Commission and/or the Selectmen to enter into any agreements necessary to facilitate this purchase including but not limited to agreements with the Massachusetts Department of Conservation and Recreation, The Trustees of the Reservations and the City of Fitchburg, on such terms and conditions as are in the town's best interests, provided that the expenditure of town funds is and shall be subject to the award of reimbursement grants and other reimbursement funding by the Massachusetts Department of Conservation and Recreation, The Trustees of the Reservations and/or the City of Fitchburg, so that the Town is and shall be fully and completely reimbursed for its share of the purchase price and all related costs of such acquisition, or act in relation thereto.

(Requested by Conservation Commission)

Motion: To be read at Town Meeting

Explanation: Power Point presentation by the Trustees of Reservations

Selectman Recommend	YES
Advisory Recommend	TBD
Capital Plan Recommend	---
Tax Rate impact	NO

VOTE REQUIRED TO PASS: 2/3 MAJORITY

Article 3 Voted: A power point presentation was held by the The Trustees of Reservations. The Selectmen and Advisory Board Recommend the Town to vote to raise and appropriate by borrowing pursuant to G.L. c. 44, Section 7,8 and 8C, a sum of money not to exceed \$473,300, for conservation, passive recreation and water supply protection purposes, certain interests in property located on Jewel Hill Road consisting of approximately 84 acres. The Town is and shall be fully and completely reimbursed for its share of the purchase price and all related costs of such acquisition.

MAJORITY VOTED: 2/3 MAJORITY VOTED YES

Meeting Adjourned at 7:33 P.M.

And you are hereby directed to serve this warrant in accordance with the provisions of Section 3, Chapter II of the Town By-Laws by posting attested copies thereof as therein provided.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 18th day of November, 2019.

Rosemarie Meissner, Chairman
Leo Janssens Jr., Clerk
John Mulhall, Member
A True Copy, Attest:
Constable



Clerk - Town Meeting May 7, 2019

Annual Report 2019 | Continued

PROCEEDINGS OF THE ANNUAL TOWN MEETING HELD ON MAY 7, 2019.

PURSUANT TO THE FOREGOING WARRANT, THE LEGAL VOTERS OF THE TOWN OF ASHBURNHAM MET AT THE OAKMONT REGIONAL HIGH SCHOOL AUDITORIUM ON MAY “” 2019 AT 7:00P.M. MODERATOR KEITH GLENNY PRESIDED AT THE MEETING. LEO JANSSENS WAS WELCOMED BACK TO THE SELECT BOARD AND KYLE JOHNSON WAS THANKED AS HE MOVES ON TO THE SCHOOL COMMITTEE. NUMEROUS PEOPLE WERE RECOGNIZED FOR THEIR YEARS OF SERVICE ON THE SCHOOL COMMITTEE AND OTHER BOARDS.

ARTICLE 1

To accept the reports of several town officers and all outstanding committees, or act in relation thereto.
(Requested by the Board of Selectmen)

Brief Explanation: Annual article to accept the reports of Town officials and boards.

UNANIMOUS VOTE “YES”

ARTICLE 2

To see if the Town will vote to authorize a PILOT payment based on the annual kilowatt sales of the Light Department multiplied by a per kilowatt value from the Municipal Light Plant Funds, to the town treasury, as authorized by its Light Board in accordance with Chapter 164 of the General Laws of the Commonwealth, or act in relation thereto.
(Requested by the Municipal Light Department)

BRIEF EXPLANATION: The PILOT agreement is tied to the Pilot payment in the annual kilowatt sales of the light department multiplied by a per kilowatt value. This was put in place for FY13 to ease the calculation and establish a standard process for future years. In FY20 it is estimated we will receive \$69,275.

UNANIMOUS VOTE “YES”

ARTICLE 3

To see if the Town will vote to authorize the Town Treasurer/Collector, with the approval of the Board of Selectmen, to borrow money from time-to-time in anticipation of the revenue of the financial year beginning July 1, 2019, in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and to issue a note or notes as may be given for a period of less than one year in accordance with the Massachusetts General Laws, Chapter 44, Section 17, or act in relation thereto.
(Requested by the Town Treasurer/Collector)

Brief Explanation: Allows the Treasurer to temporarily borrow operating funds for the Town to ensure payments are done in a timely manner. The Treasurer can only borrow that amount which is expected to be received.

UNANIMOUS VOTE “YES”

ARTICLE 4

To see if the Town will vote to authorize the Town Administrator to enter into a contract or contracts with the Massachusetts Highway Department for the construction and maintenance of town roads in conformance with the Massachusetts General Laws, or act in relation thereto. (Requested by the Town Administrator)

Brief Explanation: This article allows the Town Administrator to contract with the State to do road repairs in Ashburnham. This article does not approve any specific project/road, but rather provides the delegation of authority to allow the TA to enter into a contract with the State.

UNANIMOUS VOTE “YES”



Clerk - Town Meeting

Continued | Annual Report 2019

ARTICLE 5

To see if the Town will vote to appropriate all funds which become available in the Fiscal Year 2020 from the Commonwealth of Massachusetts Department of Highways, Chapter 90 Bond Issue proceeds, to be used by the DPW for the repair and maintenance of town roads in conformance with Massachusetts General Laws, or act in relation thereto. (Requested by the Town Administrator)

Brief Explanation: This annual article allows the Town to expend its Chapter 90 state funds. For fiscal year 2020 the amount of those funds is estimated to be \$341,939.

UNANIMOUS VOTE "YES"

ARTICLE 6

To see if the Town will vote to authorize the transfer of trust fund income not to exceed \$1,000 from the Cushing Academy Trust Fund to pay for the fiscal year 2020 secondary school expenses, or act in relation thereto. (Requested by Town Administrator)

Brief Explanation: This is the transfer of funds (interest) from the Cushing Academy Trust fund (\$116,000). When the Town students were removed from Cushing Academy it was required to deposit \$114,000 into the Town's funds and the interest earned on these monies were to be used to offset the cost to the Town for secondary education in public schools.

UNANIMOUS VOTE "YES"

ARTICLE 7:

To see if the Town will vote to transfer \$21,732 from special assessments Title V Receipts Account (septic system loan program) to pay principal and interest due on notes payable to the Water Pollution Abatement Trust, or act in relation thereto. (Requested by the Town Administrator)

Brief Explanation: The Town established a Septic System Loan Program where the cost was established as betterments. Each year charges are levied on the tax bills, and the revenue required is reserved or appropriated. We then must transfer monies required to cover the loan payment.

UNANIMOUS VOTE "YES"

ARTICLE 8

To see if the Town will vote to transfer a sum of money not to exceed \$2,500 from the Waterways Improvement Fund for the purpose of waterway improvement, maintenance, and safety, or act in relation thereto. (Requested by the Ashburnham Lakes Coalition)

Brief Explanation: The Waterways Improvement Fund is funded by a portion of the boat excise tax to be used for waterways maintenance, access, law enforcement or fire prevention. The Ashburnham Lakes Coalition has been given the charge of recommending the use of these monies to the Board of Selectmen who then approve or disapprove expenditures. In the past these monies have been used for Police boat patrols, lifesaving courses, purchase of a Police boat and other water related expenditures.

UNANIMOUS VOTE "YES"



Clerk - Town Meeting May 7, 2019

Annual Report 2019 | Continued

ARTICLE 9

To see what spending limits the Town will establish for revolving accounts established pursuant to Chapter 44, section 531/2 of the Massachusetts General Laws and Ashburnham General Bylaws for Fiscal Year 2020; or take any other action related thereto. (Requested by the Town Administrator)

Revolving Fund	Spending Limit
RAD Program	\$15,000
Fire Alarm & Communications	\$20 000
Economic Development Banner Program	\$10,000

Brief Explanation: Now that the revolving funds are established, the limits to what can be collected in each fund and expended is an annual requirement.

UNANIMOUS VOTE "YES"

ARTICLE 10

To see if the Town will vote to raise and appropriate a sum \$807,967 to operate the Water Department for the fiscal year beginning July 1, 2019, or act in relation thereto. (Requested by the Town Administrator)

Salaries	82,944
Expenses	112,063
Water Filtration Plant	159,886
Debt Service	267,677
Indirect Costs	<u>185,397</u>
	\$ 807,967

Brief Explanation: The FY20 expenses increased by 2.40% over FY19. Indirect costs increased.

PASSED BY "MAJORITY" VOTE

ARTICLE 11

To see if the Town will vote to raise and appropriate a sum \$772,960 to operate the Sewer Department for fiscal year beginning July 1, 2019, or act in relation thereto. (Requested by the Town Administrator)

Salaries	44,685
Expenses	104,447
Service Charges Gardner	460,000
Debt Service	
Indirect Costs	<u>163,828</u>
	\$ 772,960

Brief Explanation: The FY19 Sewer Budget is 7.55% decrease over FY19. We accurately calculated indirect costs for FY20, and the sewer debt has dropped off of the books, reducing the baseline.

UNANIMOUS VOTE "YES"



Clerk - Town Meeting May 7, 2019

Continued | Annual Report 2019

ARTICLE 12 – FY20 ANNUAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate such sum \$17,286,800 as may be necessary to defray the expenses of the Town for the fiscal year commencing July 1, 2019 and to set the salaries of elected officials; or act in relation thereto. (Requested by the Board of Selectmen and Advisory Board.

Line	Department	Adjusted BudgetFY19	Budget FY20
1	Moderator	100	100
2	Board of Selectmen	8,085	8,122
3	Town Administrator	278,019	244,892
4	Advisory Board	500	500
5	Reserve Fund	50,000	50,000
6	Town Accountant	73,450	85,040
7	Board of Assessors	115,026	114,625
8	Treasurer/Collector	164,274	151,713
9	Tax Title	-	19,900
10	IT Expense	202,880	184,227
11	Town Clerk	55,774	54,528
12	Conservation Commission	25,945	26,427
13	Open Space Recreation Committee	-	650
14	Inspectional Services	209,678	169,138
15	Town Buildings	167,340	202,679
16	Non-Departmental	144,005	125,355
17	Police	1,424,670	1,536,009
18	Fire	771,214	783,192
19	Emergency Dispatch	298,315	307,592
20	Animal Control	38,800	34,010
21	Monty Tech	507,292	510,715
22	Ash-West Reg School District	7,537,657	7,726,707
23	Highway Snow	961,648	1,010,805
24	& lee Board of	230,000	230,000
25	Health	21,386	22,455
26	Council on Aging	25,246	26,914
27	Veterans' Services	99,000	79,000
28	Agricultural Commission	300	1,000
29	Library	217,974	227,199
30	Parks & Recreation Committee	24,700	16,500
31	Historical Commission	2,000	250
32	Debt Service	1,818,263	1,786,744
33	Employee Insurance Benefits	1,461,332	1,549,812
Subtotal		16,934,873	17,286,800

SETTING OF ELECTED SALARIES UNDER ARTICLE 12:

a. Town Moderator:\$100
b. Board of Selectmen:
 Chairman \$1,300
 Clerk \$1,100
 Member \$1,100

Brief Explanation:

Annual operating budget article as noted represents a 2.04% increase over the adjusted FY19 budget. The FY20 revenue covers this article as well as Article 13 & 14. Revenues include the following:

REVENUES FY20- EST

PROPERTY TAX LEVY

Prior Year
Levy Limit \$12,516,653
2 1/2 % Increase \$312,916
New Growth \$100,000

DEBT SERVICE OVERRIDE

-School..... \$1,121,944
-Municipal \$559,395
Unused Levy Limit \$3,602
Less overlay \$(150,000)
Levy Total \$14,464,510
State Aid..... \$1,016,849
Local Receipts
Revenue..... \$1,712,473
Total Revenue:..... \$1,719,832

UNANIMOUS VOTE "YES"



Clerk - Town Meeting May 7, 2019

Annual Report 2019 | Continued

ARTICLE 13

To see if the Town will vote to raise and appropriate from available funds the sum of \$90,000 to transfer to Operating Stabilization Fund or act in relation thereto.
(Requested by the Town Administrator)

Brief Explanation: This article would allow the Town to prioritize the replenish of a large portion of the funds that were borrowed from operating stabilization funds in the Fall when Free Cash was not available. The certification of FYJ8 free cash is still underway and is expected by the end of the fiscal year.

UNANIMOUS VOTE "YES"

ARTICLE 14

To see if the Town will vote to raise and appropriate from available funds the sum of \$157,444 to fund the recommendation of the Capital Planning Committee to include the following:

Line	Item	Amount
1	Volvo Loader	39,999
2	SCBA Gear - 2nd of 3 year payments	71,500
3	Cardiac Care Unit	45,945
		<u>\$ 157,444</u>

or relation act in thereto. (Requested by the Town Administrator)

Brief Explanation: The capital article is limited to the required articles, which due to financial commitments and imminent departmental need (Cardiac care unit is no longer in service) need to be addressed at Annual Town Meeting. The cardiac care unit is a pairing of two devices that are critical to the survival of patients suffering from cardiac events, these are a cardiac monitor I defibrillator and an automated CPR device (Lucas Device).

UNANIMOUS VOTE "YES"

ARTICLE 15

To see if the Town will vote to accept M.G.L. c. 64N Section 3 and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least thirty days after such vote of Town Meeting; or act in relation thereto.
(Requested by the Town Administrator)

Brief Explanation: Adoption of this MGL will allow the Town to tax any retail marijuana establishments to pay the Town a 3% tax on all recreational marijuana sales.

UNANIMOUS VOTE "YES"



Clerk - Town Meeting May 7, 2019

Continued | Annual Report 2019

ARTICLE 16

To see if the Town will vote to accept the provisions of Massachusetts General Laws c. 90, § 17C: Establishment of 25-miles-per-hour speed limit in thickly settled areas or business district in a city or town; or act in relation thereto. (Requested by the Town Administrator)

Brief Explanation: Cities and towns have the option to opt-in to MGL c. 90 § 17C, reducing the statutory speed limit from 30 mph to 25 mph in thickly settled or business districts. Section 17C defines a thickly settled or business district as “the territory contiguous to any way which is built up with structures devoted to business, or the territory contiguous to any way where dwelling houses are situated a such distances as will average distance of a quarter of a mile or over.” That option was brought to the attention of the Board of Selectmen through the Police Chief.

PASSED BY “MAJORITY” VOTE

ARTICLE 17

To see if the town will vote to amend the general by-laws of Ashburnham by deleting from Chapter XXVII: Personnel, Section 5: Rules of Conduct, 5.30 Sexual Harassment Policy and replacing it with a new section as follows:

5.30 DISCRIMINATION AND HARASSMENT PREVENTION.

The Town of Ashburnham depends upon a work environment of tolerance and respect for the achievement of its goals. The Town is committed to providing a working environment that is free of all forms of abuse or harassment. The Town recognizes the right of all employees to be treated with respect and dignity.

The Town shall establish policies prohibiting sexual harassment and all other forms of discrimination and unlawful harassment and shall provide procedures by which inappropriate conduct will be addressed by the Town.

The Town Administrator shall be authorized to issue Sexual Harassment, Protected Class Harassment and Anti-Bullying policies and procedures, as approved by the board of Selectmen, subject to any applicable state and federal law or act in relation thereto. (Requested by the Town Administrator).

Brief Explanation: The Town’s current Sexual Harassment Policy bylaw is no longer in compliance with Massachusetts General Laws and fails to cover all forms of harassment and all protected groups. Labor Counsel’s recommendation is to replace the bylaw with a statement and then provide authority for the Town Administrator to promulgate relevant policies. Keeping the policies out of the bylaw will allow for time-to-time updates and current legal compliance.

UNANIMOUS VOTE “YES”

ARTICLE 18

To see if the town will vote to amend the general by-laws of Ashburnham by deleting from Chapter XXVII: Personnel, Section 9: Leaves of Absence, 9.70 Maternity Leave and 9.71 Paternity Leave and replacing them both with a new section as follows:

9.70 Parental Leave

In accordance with Massachusetts General Laws Chapter 149 Section 105D, full time employees of the Town who meet the eligibility requirements, will be entitled to Parental Leave for the birth, adoption or placement of a child, as provided in the Town’s Parental Leave Policy.

The Town Administrator shall be authorized to issue a Parental Leave Policy and Procedures, as approved by the Board of Selectman, subject to M.G.L. c. 149, §1050. , or act in relation thereto. (Requested by the Town Administrator).

Brief Explanation: The Town’s current Maternity and Paternity bylaws are no longer in compliance with Massachusetts General Laws and fails provide equitable treatment of all genders and include adoption and placement of a child. Labor Counsel’s recommendation is to replace the bylaw with a statement and then provide authority for the Town Administrator to promulgate relevant policies. Keeping the policies out of the bylaw will allow for time-to-time updates and current legal compliance.

UNANIMOUS VOTE “YES”



Clerk - Town Meeting May 7, 2019

Annual Report 2019 | Continued

ARTICLE 19

To see if the town will vote to amend the zoning by-laws of Ashburnham by adding a new definition to Section 1. General, 1.5, Definition as follows:

Half(1/2) Story — As used in Section 4 Dimensional Regulations, 4.2, Table 1, a of the story below and where the minimum ceiling height in accordance with the Massachusetts State Building Code does not exceed 50% of the floor area of the story below., or act in relation thereto. **(Requested by the Planning Board).**

Brief Explanation: This article provides a definition for the term “half-story” which had previously not been defined.

PASSED 2/3 UNANIMOUS VOTE

ARTICLE 20

To see if the town will vote to amend the zoning by-laws of Ashburnham by deleting from Section 4. Dimensional Regulations, 4.38 Swimming Pools with a new provision as follows:

4.38 Hot Tubs/Swimming Pools. Private outdoor hot tubs and swimming pools shall comply with the International Code Council's International Residential Code (2009) Chapter 42 and Appendix G: Swimming Pools, Spas and Hot Tubs and shall have a barrier or a fence, wall, a building wall or combination thereof which completely surrounds the swimming pool and/or hot tub and obstructs access to the pool and/or hot tub. If a portion of the barrier is visible from a public way, it shall be visually impermeable. Outdoor pools exceeding 18 inches in depth shall be protected by an enclosure to comply with the following:

- (a) at least four feet in height from grade to top of fencing;
- (b) vertical openings not to exceed four inches;
- (c) chain link openings not to exceed two inches;
- (d) railings and posts to be on the interior of fencing and must be capable of withstanding a 150- pound load.

Provided that, in the event there is a conflict between this provision and the Massachusetts Building Code, as amended from time to time, the Massachusetts Building Code shall govern. , or act in relation thereto.

(Requested by the Building Commissioner)

Brief Explanation: Outdoor swimming pool fencing are now regulated by the Mass State Building Codes and International Swimming Pool & Spa Codes. This amendment brings our regulation into compliance.

Motion made by John Mulhall to pass over article 20 seconded by Leo Janssens.

ARTICLE 21

To see if the town will vote to amend the zoning by-laws of Ashburnham by deleting from Section 5. Special Regulations, 5.2 Signs and replacing it with a new provision as set forth in Attachment A, or act in relation thereto. **(Requested by the Planning Board and Ashburnham Economic Development Commission).**

Brief Explanation: The purpose of these sign regulations are to update, modernize and encourage the effective use of signs as a means of communication in the Town; to maintain and enhance the aesthetic environment while protecting and preserving the character of the Town; to encourage the Town's ability to attract sources of economic development and growth; to improve pedestrian and traffic safety; and to minimize the possible adverse effects of signs on nearby public and private property.

PASSED BY 2/3 MAJORITY VOTE

Bill Johnson made a motion to Amend Section 26.1 to read Chapter 40A NOT 400A.

UNANIMOUS VOTE TO AMEND

Meeting adjourned at 8:00



A TRUE COPY, ATTEST
Michelle M. Johnson
TOWN CLERK
TOWN OF ASHBURNHAM, MA

Clerk - Town Meeting May 7, 2019

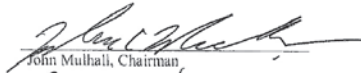
Continued | Annual Report 2019

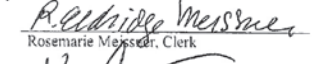
A TRUE COPY, ATTEST


And you are hereby directed to serve this warrant in accordance with the provisions or Section 3, Chapter II of the Town By-Laws by posting attested copies thereof as therein provided.

Hereof fail not and make due return of this with your doings thereon, to the Town Clerk before the said day and hour of meeting.

Warrant
on or


John Mulhall, Chairman


Rosemarie Messner, Clerk


Kate Johnson, Member

A True Copy, Attest:


Constable

4/23/19
Date

Voters Guide | Definitions

Annual Report 2019

1. Excess and Deficiency (E&D) – Surplus Revenue – The amount by which the cash accounts receivable and other floating assets exceed liabilities and reserve funds.
2. Free Cash or Available Funds – Surplus revenue less outstanding taxes from prior years.
3. Overlay Fund – Amount raised by the Assessors by setting the tax rate, creating a fund to cover abatements granted.
4. Overlay Reserve or Surplus – Unused accumulated amount of the overlay for various years, which may be VOTED BY the Town for extraordinary or unforeseen purposes.
5. Reserve Fund – Amount transferred from overlay surplus or appropriated for unforeseen or emergency purposes. Controlled exclusively by the Advisory (Finance Committee) Board.
6. Available Funds – Free cash reserves and unexpected balances from other years available for appropriation. This affects the tax rate indirectly as any money spent other than that reimbursed by the County, State or Federal government must be raised by taxes and fees.
7. Estimated Receipts – Estimate of miscellaneous receipts based on previous years' receipts deducted by the Assessors from the gross amount to be raised by taxation.
8. Matching Funds – Amounts made available by special State and Federal acts to supplement appropriations for specific types of projects.
9. Cherry Sheet – Details of State and County charges and reimbursements used in determining the tax rate. Name comes from the color of paper used.
10. Override Vote – An override vote becomes a permanent increase in the levy limit (the amount the community can raise through the property tax). Override requests must be presented in dollar terms and specify the purpose. A majority vote of approval by the electorate is required.
11. Debt Exclusion and Capital Outlay Expenditures Exclusion A community can vote to assess taxes in excess of its levy limit or levy ceiling for the payment of certain capital projects, a capital outlay expenditure exclusion; or for the payment of specified debt service costs, a debt exclusion. The additional amount for the payment of the debt service or capital project cost is added to the levy limit for the life of the debt only. Unlike overrides, exclusions do not become part of the base upon which the levy limit is calculated for future years. A majority vote of approval by the electorate is required for both types of exclusions.



Clerk Candidate List

Annual Report 2019

MODERATOR – FOR ONE YEAR

VOTE FOR ONE

Keith Glenny – Candidate for Re-election

BOARD OF SELECTMAN- FOR THREE YEARS

VOTE FOR ONE

Leo J. Janssens II – Town Caucus Nominee

Francis W. Johnson – Town Caucus Nominee

BOARD OF HEALTH (2) - FOR THREE YEARS

VOTE FOR NOT MORE THAN TWO

Scott Sibley – Candidate for Re-election

Glenn Hathaway – Candidate for Re-election

PLANNING BOARD –FOR FIVE YEARS

VOTE FOR ONE

Walt C. Meissner – Town Caucus Nominee

LIBRARY TRUSTEE (2)-FOR THREE YEARS

VOTE FOR NOT MORE THAN TWO

Anne M. Olivari – Candidate for Re-election

Paula St. Laurent-Kuehl – Candidate for Re-election

LIBRARY TRUSTEE (1) FOR ONE YEAR

Molly Ruble – Candidate for Re-election

MUNICIPAL LIGHT BOARD-FOR THREE YEARS

VOTE FOR ONE

Mark Carlisle – Candidate for Re-election

ANNUAL TOWN ELECTION RESULTS

APRIL 30, 2019

Pursuant to the foregoing warrant the legal voters of the Town of Ashburnham met at John R. Briggs Elementary School Gym, 96 Williams Road, Ashburnham, for the purpose of voting for the following: The polls were open at 9:00 a.m. and closed at 8:00p.m. The results were as follows:

MODERATOR 1 YEAR TERM

Keith P. Glenny	379
Blanks	63
Write-Ins	4

BOARD OF SELECTMEN

3 YEAR TERM

Leo J. Janssens II	239
Bill Johnson	199
Write-Ins	2
Blanks	7

BOARD OF HEALTH (2)

3 YEAR TERM

Scott Sibley	325
Glenn Hathaway	338
Blanks	225
Write-Ins	2

PLANNING BOARD

3 YEAR TERM

Walt C. Meissner	346
Write-Ins	10
Blanks	90

LIBRARY TRUSTEES (2)

3 YEAR TERM

Blanks	224
Anne M. Olivari	369
Paula St. Laurent-Kuehl	291
Write-Ins	6

LIBRARY TRUSTEES

1 YEAR TERM

Blanks	76
Molly Ruble	369
Write-Ins	1

MUNICIPAL LIGHT BOARD

3 YEAR TERM

Blanks	71
Mark Carlisle	366
Write-Ins	8

ASHBURNHAM/WESTMINSTER REGIONAL SCHOOL DISTRICT

WESTMINSTER REGIONAL SCHOOL DISTRICT 3 YEARS

Blanks	315
Janet C. Smith	293
Andrew Storm	279
Write-Ins	4

ASHBURNHAM/WESTMINSTER REGIONAL SCHOOL COMMITTEE WESTMINSTER

2 YEARS

Blanks	114
R. William Ewing Jr.	330
Write-Ins	

ASHBURNHAM/WESTMINSTER REGIONAL SCHOOL DISTRICT-ASHBURNHAM MEMBER

3 YEARS

Blanks	258
Kyle R. Johnson	287
Jennifer Storm Write-In	342
Total Registered Voters	4293
Total Voters	448

Respectfully Submitted
Michelle M. Johnson, Town Clerk



Economic Development Annual Report 2019



The Ashburnham Economic Development Commission (AEDC) is a ten-member commission appointed by the Board of Selectman. The commission started meeting in January of 2017 and is committed to improving the economic and social well-being of Ashburnham. Economic Development organizations like ours help cities and towns compete and sustain vibrant communities.

Since inception, the AEDC is committee the AEDC is working on numerous foundational areas in our ongoing attempt to make Ashburnham a better place to live and work. Some of those areas are, but limited to, Zoning Changes, Parking, Traffic Flow, Sign By-Law, Master Plan Update, Complete Streets Program, Farmers Market, Commercial/Retail Business Expansion, Affordable Housing and the Marketing of Ashburnham as a Destination for Outdoor Recreation and Cultural events.

The AEDC established the Downtown Banner Program, conducted several surveys looking for input from town residents and facilitated application for the Complete Streets program, worked on MassDevelopment grants, and marked the region in publications. Additionally, the Ashburnham Rail Trail is a sub-committee is working with the Commonwealth of Massachusetts and other local agencies to work on design elements of the trail as well as funding sources.

Economic development takes time. It's a lengthy process and it takes partnership and collaboration between many boards and commissions and a tremendous amount of time and effort by the commission members. I would like to take this opportunity to thank the commission members, other boards in town and the numerous residents who have participated in our surveys or attended an event we sponsored. We welcome your advice and direction and you're welcome at our meeting which are open, posted, public meetings.

Respectfully submitted,

Officers: Ron Putman, Chairman, Rosemarie Meissner, Vice Chair, Gregory Fagan, Sec.

Members: Jaclyn Wooding, Christina Sargent, Richard Wright, Kirby Lecy, Paul Silva, Phillip Papoojian

Advisory Board Annual Report 2019

To the Citizens of Ashburnham:

The Ashburnham Advisory Board is a seven member board appointed by the Town Moderator. The Advisory Board serves as the Town's finance committee. The Advisory Board, by tradition and statute, is in place to advise town meetings on the feasibility, practicality, and value of any of the matters discussed during the meeting. The Town's Reserve Fund is also controlled by the Board. The Reserve Fund provides for urgent and unforeseen expenditures that could not have been anticipated before town meeting and/or the event of an emergency when the delay of having to call a special town meeting would be potentially harmful.

One of the most important goals for the Advisory Board is to make meaningful progress in the financial management process. Budget requests continue to be prioritized by the Department Heads under the direction of the Town Administrator. The Advisory Board reviews the expenditures in previous years and recommends an Annual Budget for consideration at the Annual Town meeting. The Annual Budget represents the best services with the funds available to the Town.

I would like to thank all of the members of the Advisory Board for their efforts during the past year. I would also like to thank the other Town boards and commissions who have worked in partnership with the Advisory Board. Collectively, we continue to work on behalf of the citizens of Ashburnham to improve the level and quality of services provided which will help improve the quality of life in the Town of Ashburnham. We encourage all Town residents to get involved in the process of making Ashburnham a better place by attending meetings and volunteering for committees.

Respectfully submitted, Ronald Putnam, Chair

Joseph Oliveira, Vice Chair,

James Piedrafite, Secretary

Gail Dumont, Mike Smith, Nancy Fisher and Christopher McNabb



BOS Liaison Assignments

Annual Report 2019

Water & Sewer Dept.

Annual Report 2019

FY21 BOS Liaison Assignments		
Leo	Bill	Rosemarie
<i>Committee Liaison Appointments</i>		
Planning COA Historical Water & Sewer BOH Affordable Housing	Capital Planning Advisory School ZBA Municipal Light Board Parks & Rec	Economic Development Ag Cultural Library OSRC Conservation
<i>Special Committees & Ongoing Projects</i>		
MRPC (alternate)		MPO

M= Moderator; B=Board of Selectmen; E=Elected

COMMITTEES:

Advisory Board (M)
 Affordable Housing Committee (B)
 Agricultural Commission (B)
 Board of Health (E)
 Capital Planning Committee (B)
 Conservation Commission (T)
 Council of Aging (T)
 Cultural Council (B)
 Economic Development Commission (B)
 Historical Commission (B)
 Library Trustees (E)
 Municipal Light Board (E)
 Open Space and Recreation Committee (B)
 Parks & Recreation Committee (T)
 Planning Board (E)
 School Committee (E)
 Water & Sewer Commission (B)
 Zoning Board of Appeals (T)

SPECIAL COMMITTEES & ONGOING PROJECTS:

Complete Streets Committee (B)
 Energy Committee (T)
 IT Advisory Committee (disbanded?)
 Marijuana Review Team (B)
 Trust Fund Committee (T)
 Website Committee (B)
 Winchester Park Committee (B)

To the Honorable Board of Selectmen and Citizens of Ashburnham:

Your Water & Sewer Commissioners are pleased to submit the following report for the year ending 2019.

The Town of Ashburnham's Water & Sewer Department maintains and monitors the water distribution for our Town. Our mission is to provide the citizens and businesses of our town with a safe and dependable supply of drinking water and a quality wastewater plan. The Board of Commissioners of the Water & Sewer Department is committed to ensuring the quality of drinking water and the quality of treated wastewater in the Town of Ashburnham. The Water & Sewer Department currently services a little over 1,100 customers, which are billed on a quarterly basis with rates based on consumption and are adjusted annually. We currently service 53 miles of water-lines and 25 miles of sewer lines throughout the Town.

The Water Department through the AWJWA authorized upgrades in 2017 to the PLC Scada system and pumps at the Water Treatment Plant which were completed at the end of 2019.

The Sewer Department continued to maintain the Puffer Street and Westminster Street Pump Stations.

Respectfully submitted,

Dave Berger, Chairman

Leo Collette, Member

George Cornwall, Member

Charlie Packard, Member

Stephen Nims, Superintendent



Department of Public Works

Annual Report 2019

To the Honorable Board of Selectmen and the Citizens of Ashburnham:

Ashburnham's DPW Complex is located at 17 Central Street. You can easily reach us by calling 978-827-4120. Office hours are 7:00 a.m. to 3:00 p.m. Monday through Friday. Please be prepared to provide your name, address and phone number so we can contact you with an answer to your request.

The Ashburnham Department of Public Works provides a myriad of professional services to the public. We maintain the town highway, grounds, cemeteries, municipal buildings and engineering divisions. In addition we support all other municipal departments.

Our staff has accumulated a wealth of experience and knowledge over many decades of service to our town. Multiple staff members have commercial drivers' licenses, are hazardous waste site-certified, construction supervisors or have many other specialized talents and/or licenses. Continuous training of staff members in safety, professional education and cross-training in multiple operations strengthen our ability to serve you. We appreciate the support that the community gives us and will continue to provide you with services that help to make the Town of Ashburnham a great place to live, work and visit.

It is our goal to provide you with the highest quality service within our resources and capabilities. The department is committed to providing a professional staff that is responsible to the needs of the entire town.

MUNICIPAL GROUNDS

Annual Report 2019

DATE OF BURIAL		NAME
April	11	Richard Baker
	27	Henry Deeks
	30	James Goguen
May	8	Jane Quimby
	16	Glenwood Mayne
	17	Arlene Packard
	18	Elizabeth Farrell
June	19	Laura Michel
July	8	David St. Cyr
	12	Burton Fletcher
	13	Arthur Cutter
	13	Dorothy Cutter
August	2	Elsie Ayer
October	7	Charles Doody
	31	Julie Chartrand
December	9	Dorothy Bresnahan

For the occasional downed tree limb, snow removal or natural disasters – DPW staff members are many times the first to respond in the event of emergencies and are on-call 24 hours a day, 365 days a year. The DPW received \$341,939 from Chapter 90 for paving. Chapter 90 funds were used to pave, line stripe Depot Road and reclaim & pave Stowell Road. Funds were also used to start Complete Streets program through MassDOT.

The DPW staff maintains over 80 miles of public roads and 20 miles of private ways throughout the town. The DPW also maintains the Public Safety building, Town Hall and the Library to ensure the public's safety. The DPW continues to assist other various committees, departments, and groups with their endeavors. This includes but is not limited to:

- Working with Cushing's "Tony Fisher Day"
- Holiday Tree lighting & parade in front of Town Hall
- Walk To School Day
- Hosting the annual Rabies Clinic at the Grounds Building on Williams Road
- Installation of Kiosk at Rail Trail
- Installation of Electric Charging Station concrete pad & bollards at the Library.
- Assist Parks & Recreation with Halloween Trick or Treat

The DPW can receive comments and concerns on our website to help better serve the public. It can be found at <http://www.ashburnhamdpw.com/>

We strive to collaborate with all Town departments, committees, and individual citizens to provide the most effective accomplishment of community goals and objectives. If you have any questions and/or comments, please let us know by calling the DPW office at 978-827-4120.

Respectfully submitted, Stephen Nims



Ashburnham Municipal Light Plant

Annual Report 2019 | Continued



To the Honorable Board of Selectmen and Citizens of Ashburnham, I submit the 110th Annual Report of the Ashburnham Municipal Light Plant (AMLPL).

The Municipal Light Plant Commission consists of three members elected by the voters of Ashburnham for three-year terms that alternate annually. The General Manager serves at the pleasure of the Commissioners and provides direction and control to the AMLPL under M.G.L. Chapter 164. The AMLPL meets in public session monthly at the Municipal Light Plant, 24 Williams Road. Meeting notices are posted on the Town’s website and on amlp.org. We welcome any resident served by the AMLPL to attend public session and be informed.

COMMISSIONERS	POSITION	TERM ENDS
Richard Ahlin,	Chairman	April 2020
Mark Carlisle,	Vice Chairman	April 2022
Stephen Hogan,	Clerk	April 2021

In this the 111th year of the Ashburnham Municipal Light Plant and speaking on behalf of the employees and Commissioners, we remain proud to be Ashburnham’s electric utility, providing low rates, the distribution of reliable electric power and professional and friendly customer service; all hallmarks of our existence.

POWER SUPPLY

We live in a world where the value of having electricity on demand is often not given a second thought. The supply of the AMLPL’s electricity is decided three years in advance in a financial push/pull of supply and demand. Known as the Forward Capacity Auction; this is where the expected demand meets available generating capacity in New England. Each year at that time, the cost of capacity per kilowatt (kW) month is decided and recorded for three years in the future.



Capacity costs have begun to moderate, dropping in 2019 from \$9.55 to \$7.03 per kW month. Monthly during the year, the AMLPL utilized its newly installed 3MW/5MWh battery to reduce pressure on the amount of power required during periods of peak demand. Purchased and installed for this very reason, deploying the battery helps to reduce peak period costs and will be how the battery is used throughout its lifespan. Capacity is only one of three parts of the total cost of power. As has been the case, the cost to move power (transmission costs) continues to climb. In 2019, the AMLPL paid \$10.00 per kW month. This upward trend is expected to continue for the unforeseeable future. A planned reduction in capacity and transmission simply makes good business sense.

The 3rd component of power supply; energy, continues to see pricing changes based upon supply and demand primarily due to changes in temperatures and emergent situations of supply scarcity. The AMLPL continues to be vigilant with long-term power supply contracts to smooth and help levelize the cost of energy several years into the future. Additionally, the AMLPL is constantly evaluating the cost of energy and weighing decisions based upon non-carbon emitting power supply options as they are made available.

PERSONNEL HIGHLIGHTS

Hired in 1987 and devoting 32 years to the reliability of delivering power for the residents of Ashburnham, Bruce Brackett retired February 1st. Beginning his employment 10 years before the AMLPL substation was built, before the relocation to Williams Rd and 27 years before the Murray Rd solar array was installed, there are few residents of the town who did not know Bruce. He will be missed, and we wish him well in hopes he spends many years hunting, fishing and relaxing, all with a pencil tucked into his baseball cap!



Ashburnham Municipal Light Plant

Continued | Annual Report 2019

COMPANY HIGHLIGHTS

As in years past, the AMLP auctioned its aging vehicles and purchased a replacement vehicle. 2019 was a bit different in that a 2009 Ford F-150 pickup truck was taken off the road, auctioned and replaced with a Chevrolet Volt. Departing from the norm of purchasing a conventional vehicle is always challenging, yet who better to buy the first electric vehicle of any municipal department but the electric utility. The AMLP applied for and received a \$7,500 grant from the MA Department of Environmental Protection and also received a \$7,500 rebate from the dealer and General Motors. Together, this lowered the purchase from \$40,000 to \$25,000.



KILOWATT HOUR PEAKS

The Ashburnham Municipal Light Plant provides power to 3,021 Ashburnham customers and 78 fringe customers in the municipalities of Westminster, Winchendon, Gardner, Fitchburg and Ashby; a total of 3,099 meters. The peak electrical consumption for the year was 8,726 kilowatts on Fri., February 1st at hour ending 12:00 P.M.

ASHBURNHAM MUNICIPAL LIGHT PLANT CONTRIBUTIONS

The Ashburnham Municipal Light Department continues its annual contribution to the overall financial health and general well-being of the Town. Based upon the total number of kilowatts sold in 2019, a donation of \$67,614 will be given to the Town. Additionally, the contribution of labor and goodwill in 2019 was comprised of: sponsorship of Community Day, reduced cost for municipal power, temporary power for town events, installation of traffic speed signals, roadside tractor brush cutting, quarterly change-out of the post-light banners, infrastructure installation for the transfer station and repair of the Public Safety Complex building gutters.

RATE CLASSIFICATION

The Ashburnham Municipal Light Plant has several rate classifications from which we provide service and derive income. These classifications are: Residential (A), Residential Solar (SA), Commercial-General (C), Industrial (D), and Municipal (M). The following charts will indicate how each rate class contributed to the total consumption of electricity and revenue for the years 2016-2018. 2019 an uptick in kilowatt hours in the Industrial and Municipal class(es) A total of 23 new meters were added, 22 for residential customers.

Kilowatt Hour Sales*

Rate Classification	2019 kWH	2018 kWH	2017 kWH	2016 kWH
Residential Sales	21,819,499	22,769,818	21,061,170	21,083,862
Commercial Sales	1,184,033	1,239,367	1,356,807	1,401,169
Industrial Sales	9,935,966	9,782,879	9,708,818	11,054,198
Municipal Sales	687,724	595,747	151,510	175,931
Total Sales	33,627,222	34,387,811	32,278,305	33,715,160

Revenue from the Sale of Electricity**

Rate Classification	2019 Revenue	2018 Revenue	2017 Revenue	2016 Revenue
Residential Sales	\$3,473,152	\$ 3,639,086	\$ 3,375,071	\$ 3,343,415
Commercial Sales	\$ 199,302	\$ 204,001	\$ 226,737	\$ 235,428
Industrial Sales	\$1,380,961	\$ 1,339,910	\$ 1,343,197	\$ 1,492,914
Municipal Sales	\$ 87,611	\$ 84,797	\$ 25,431	\$ 28,147
Total Sales*	\$5,141,026	\$5,267,794	\$ 4,970,436	\$ 5,099,904

Ashburnham Municipal Light Plant

Annual Report 2019 | Continued



2019 Residential Bill Comparison of MA electric utility providers

Electric Utility	250 kWh	500 kWh	750 kWh	1,000 kWh
Ashburnham Municipal Light Plant	39.18	73.85	108.53	143.20
Western Mass Electric ¹	62.61	118.22	173.53	228.64
National Grid ²	71.34	135.67	199.80	263.80
Fitchburg Gas & Electric (Unitil) ³	73.67	140.35	207.02	273.69

¹ January-June 2020 rate schedule ² November-January 2020 rate schedule ³ December-May 2020 rate schedule

* Above kWh sales and revenue tables do not include 2019 streetlight data • ¹ Due to kW demand some municipal customers may fall into the industrial rate • ² Revenue includes customer discount(s), PASNY and PPCA

By selling the Solar Renewable Energy Certificates (SRECs) the AMLP gave the town an additional \$10,752 in SRECs for the solar arrays installed at the Public Safety Building and Oakmont High School. Together, the arrays have generated 27,754 KWh, reducing the amount of power the town paid for electrical consumption by approximately \$2,154.

TREE TRIMMING PROGRAM

Throughout 2019, the AMLP continued a cycle of tree trimming that began in December of 2017. The tree contractor continued to work on the single-phase areas of the town, in and around the lakes. Tree trimming is an ongoing program with the core objective of protecting the distribution infrastructure and continuing the AMLP's reliable service to its customers. As such, the work will continue into 2020 and likely will repeat on a 3-year cycle.

POLE REPLACEMENT

As in years past, the AMLP continues to replace poles when they have reached their end of life. Pole replacement is an on-going process of renewing the AMLP's distribution infrastructure and in 2019, 36 poles were replaced due to 'end of life', 11 were replaced since additional height was needed and an additional nine were replaced due to motor vehicle accidents bringing the total pole replacement to 56.

NEW SERVICES TO HOMES

The AMLP saw an addition of 22 new homes requiring power in 2019. Conversely, we had 24 properties where power to the property had been shut off for an extended period due to non-payment. This figure is down from 25 properties in 2018 and 34 the year before.

Each year in this report, I try to emphasize just how affordable the AMLP's residential rates are. The single best way to do that is to show comparisons with other area electric utilities in the Commonwealth. When compared to other area investor owned utilities the AMLP's rates continue to be very affordable. In fact, the other utilities listed in the Residential Bill Comparison table above happen to be all over 50% higher, in each kWh category. Other than affordable rates, the high reliability is yet another significant and valuable benefit of having a customer owned, locally governed, non-profit electric utility.

Everything we do is with you in mind.

Respectfully submitted, Kevin Sullivan, General Manager
Ashburnham Municipal Light Plant Commissioners:
Richard Ahlin, Mark Carlisle and Stephen Hogan



Ashburnham Transfer Station

Annual Report 2019



HOURS OF OPERATION

SATURDAY
8:00 A.M. TO 1:30 P.M.

To use the Ashburnham Transfer Station you must be a resident and have a Town purchased sticker placed on the trash bags, normal size of 32-35 gallons. For bulky items such as tires, appliances, etc., a large sticker will be required. Please see the following list for fees for any bulky items.

Bulky item stickers must be purchased at Town Hall. Yard waste can be dropped off for free. The yard waste must be yard waste and only yard waste. No construction debris is allowed. Recycling can still be dropped off at the Transfer Station and also requires a recycle sticker.

Stickers for trash bags and recycling are available at the Town Hall, Ashburnham Marketplace, Tweedo's Variety Store and Country Land Mini Mart.

WHAT TO RECYCLE		DO NOT INCLUDE
		Any items contaminated by food are not acceptable for recycling.
Mixed Paper	Examples include: <ul style="list-style-type: none"> Mail and envelopes (windows are OK) Magazines and catalogs Writing or ledger paper Paperback books Paper bags Greeting cards Wrapping paper Shredded paper (place in paper bag) Fax paper Computer paper 	Mixed items not acceptable include: <ul style="list-style-type: none"> Paper towels, facial tissues, napkins Cigarette packs Candy wrappers Waxed or plastic-coated paper Wrapping tissue paper Foil wrapping paper
Thin Cardboard	Examples include: <ul style="list-style-type: none"> Shoe boxes Cereal boxes Pasta boxes Toilet paper rolls Frozen food boxes Gift boxes Cake mix boxes Toothpaste boxes Tissue boxes Paper egg cartons Soda or beer packaging Soap or laundry detergent boxes 	Thin cardboard items not acceptable include: <ul style="list-style-type: none"> Boxes with silver or foil coatings Anything dirty, greasy or plastic-coated
Newspapers (including all ads and inserts)		
Corrugated Cardboard	Examples include: <ul style="list-style-type: none"> Boxes and other corrugated cardboard should be flattened and folded so they fit in the cart. Pizza boxes (with greasy liner removed) 	Corrugated cardboard items not acceptable include: <ul style="list-style-type: none"> Dirty or greasy cardboard
Tin/Aluminum, Scrap Metal	Examples include <ul style="list-style-type: none"> Aluminum and tin cans Foil and pie plates Wire clothes hangers Empty steel aerosol cans: 	Tin/aluminum, scrap metal items not acceptable include: <ul style="list-style-type: none"> Scrap metal Paint cans Hypodermic needles (Please contact the Health Department for proper disposal information.)
Glass Bottles and Jars	Examples include: <ul style="list-style-type: none"> Mayonnaise jars Wine bottles Beer bottles Applesauce jars Spaghetti sauce jars Salsa jars Vinegar bottles Baby food jars 	Glass bottles and jars not acceptable include: <ul style="list-style-type: none"> Broken glass Cups, dishes, glass windows, plates, Pyrex, ceramics, mirrors, light bulbs, crystal
Plastic Bottles, Jars and Containers	This includes all rigid plastic containers with symbols ♻ with numbers 1 through 7 in the symbol on the bottom; examples include: <ul style="list-style-type: none"> Soda and juice bottles Salad dressing bottles Milk jugs Detergent bottles Shampoo bottles Window cleaner Saline solution bottles Fabric softener or bleach bottles 	Plastic bottles, jugs not acceptable include: <ul style="list-style-type: none"> Plastic shopping bags Plastic food wrap, potato chip and sandwich bags Styrofoam Automotive fluid bottles (oil, antifreeze, brake fluid)
Milk Cartons, Drink Boxes	Examples include: <ul style="list-style-type: none"> Milk and juice cartons Juice boxes Flavored milk boxes Cream and creamer containers 	Milk cartons, drink boxes items not acceptable include: <ul style="list-style-type: none"> Ice cream boxes TV dinner containers Margarine boxes Cream cheese boxes



Transfer Station Annual Report 2019



Container Preparation

- Remove all plastic bags.
- Remove any non-acceptable items.
- Corrugated cardboard should be broken down so it fits inside the container without jamming, so the cart will empty completely.
- All containers (jars, bottles, cartons, etc.) must be rinsed and free of all contaminants.
- Remove and discard all corks, tops, rings, metal bottleneck wraps, and unacceptable items.
- Flatten containers whenever possible.

FEE SCHEDULE

Household Solid Waste (trash)	\$5.00 Per 32-35 Gallon Bag
Resident Recycling	\$ 5.00 Per Trip
Car Tires No Rim	\$ 5.00 Per Trip
Truck Tires No Rim	\$10.00 Per Tire
CRT, TV's, Computer Screens, Microwaves	\$50.00
Propane tank (empty)	\$15.00
Sofa, love seat	\$30.00
Upholstered Chairs	\$20.00
Sleeper Sofa	\$45.00
Chairs to Desk or Table	\$5.00
AC units, Refrigerator, Any Unit Containing CFC	\$65.00
Grills	\$20.00
White Goods/Metal (no CFC's)	\$20.00
Dishwasher	\$25.00
Toilet or Sink	\$25.00
Mattress	\$35.00
Box Spring	\$35.00
Carpets	\$20.00 Per Roll
Floor Lamps	\$5.00
Car Batteries	\$25.00

Any questions – please contact the DPW Office at 978-827-4120.

Additional Recycling Info Annual Report 2019



Local Vendors for Junk Removal

DISCLAIMER: Below are local companies that may be hired to assist with disposal of items. You will be contracting directly with the company, and will be responsible for paying any pickup and disposal fees that are charged. This is NOT a service provided by the Town of Ashburnham. You are making a private arrangement with a private company to perform a service, and the Town does not control the fees that are charged.

Inclusion of any business on this list is NOT an endorsement by the Town of Ashburnham of any business' standard of service, reputation or any good or service that the business may provide.

This list is not intended to be an exhaustive list of all companies that may provide this service, and does not constitute any endorsement or recommendation by the Town of Ashburnham. Companies are listed alphabetically within particular service provided.

Appliance/Electronic/Mattress/Furniture/Tire Removal and Disposal

1-800-Got-Junk 800-468-5865
Green Team Junk Removal 508-361-0519
Harvey Recycling 978-342-2200
Junk King 888-888-5865

Auto Recycling- Sell your junk car

Car Heaven Junk Car Removal 800-479-2991
New England Auto & Truck Recyclers 978-291-7444

Auto (Car) Donations

Habitat for Humanity 877-277-4344
Kars4kids Car Donation 617-399-4270
Make-A-Wish 855-648-9474

Donate Household Goods, Home Improvement & Building Materials- Free pick-up

Habitat for Humanity Restore (Gently Used Furniture/Home Improvement & Building Materials)
978-227-5556

Salvation Army (Gently Used Household Goods, Furniture, Appliances)
800-728-7825

Free Electronics Recycling including rechargeable batteries- Drop off

Staples Gardner or Leominster
Computers, calculators, copiers, fax machines, flash drives, scanners, routers, tablets, mobile phones, printers, monitors, stereos, keyboards, gaming consoles, etc.

Best Buy Leominster

TV & Video, Computers and Tablets, Cell Phones, Ink & Toner, Cameras, Vacuums, Fans

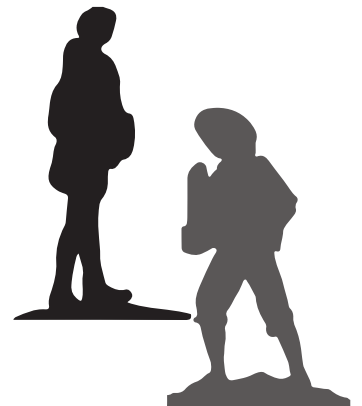
Hazardous Waste Products Collection Center (Fluids, solvents, TVs, computers, etc.)

NEDT 866-769-1621





TOWN OF ASHBURNHAM FINANCIAL



Energy Committee

Annual Report 2019

Ashburnham's Energy Committee has been in existence since 2013 and through FY20 has received grants totaling \$436,512. Through FY19, these funds have been used to reduce the Town's energy consumption by 17.5%. This year the Town received two grant and completed both projects: new heat pump water heaters at the Public Safety Building and a new electric vehicle charging station at the library.

At the Public Safety Building, two old oil-fired water heaters were replaced with new heat pump hot water heaters which will save about 400 gallons of oil and will result in a net savings of ~\$900 annually.

A new electric vehicle charging station which will accommodate two vehicles was installed at the Stevens Memorial Library. Although this will not reduce the Town's energy consumptions, does fulfill our goal of supporting the move away from carbon-based energy use. Charge stations like this are critical to support the expanding use of EV's over the coming years. Ashburnham's municipal utility has a significant renewable energy component to its supply and is committed to expanding this resource, providing a cleaner motive infrastructure

The Energy committee also submitted three grant applications for projects which, if received, will be completion in FY21:

- A \$5,000 grant to assist in the purchase of a hybrid electric Police cruiser to help reduce carbon fuel use.
- A \$5,600 grant to modify the ventilation system at Stevens Memorial Library to automate its operation based on need
- A \$12,500 grant to explore more efficient heating alternative to replace and/or modify the current oil-fired heating system at the Public Safety Building

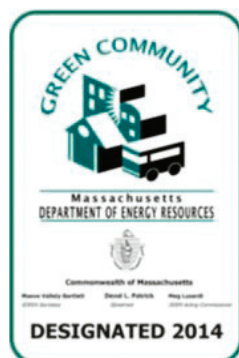


Ashburnham Energy Committee

Mark Carlisle, Chair

Steve Hogan

Ed Vitone



Town Vehicle Mileage

Annual Report 2019

FIRE DEPARTMENT

2014 Polaris six-wheel UTV189	252
2013 Ford Utility (Chief Vehicle)	120,060
2012 Ford F350 Pick-up	46,165
2008 Ford F450 Brush Truck	19,967
2006 HME/Central 1250 Pumper	17,146
2016 Ford E-450 Ambulance	47,258
1998 Freightliner 1500 GPM Pumper	38,104
1986 Chevy Stake Bed	9,807
1991 Pierce Pumper/Tanker	28,141
2017 EOne Pumper/Tanker	7,417

DPW DEPARTMENT

2015 Mack Combo/Dump/Sander	27,518
2006 John Deere Backhoe	6,569 hrs
2014 John Deere Backhoe	1,921 hrs
2012 Volvo Loader	5,807 hrs
2019 Volvo Loader	892 hrs
2012 International Combo	46,027
2011 Ford F550	76,790
2008 International	37,132
Chevy Silverado Pick-up	116,300
2007 Bobcat	724 hrs
2005 JD Brush Cutter	5,572 hrs
2003 Volvo Loader	10,512 hrs
1996 Elgin Sweeper	7,371 hrs
1996 John Deere Grader	6,069 hrs
2017 Trackless	172 hrs
2016 Ford F550	14,227

MUNICIPAL GROUNDS DEPARTMENT

2012 Ford F550	80,725
2016 Ford F550	38,202
2017 Ford F350	26,281

WATER/SEWER DEPARTMENT

2013 Ford F150	58,118
2012 Ford F550	76,790
1987 Grumman Box Truck	217,166

POLICE DEPARTMENT

2018 Ford Interceptor Utility	27,809
2019 Ford Interceptor Utility	5,331
2015 Ford Interceptor Unmarked Taurus Sedan	40,800
2017 Ford Interceptor Utility	76,010
2016 Ford Interceptor Utility	63,512
2013 Ford Explorer (Admin.)	101,709
2018 Ford Explorer (Chief)	42,700
2010 Emergency Lights & Generator Trailer	N/A
2010 Message Board Trailer	N/A
2007 Speed Control Trailer	N/A
2006 Utility Trailer	N/A
Boat and Trailer	N/A



Employee Total Earnings

In Excess of \$500 1/ 1/ 2019 to 12/ 31/ 2019 | Annual Report 2019

BOARD OF SELECTMEN

Leo Janssens II	583.00
Rosemarie Meissner	1,342.00
John Mulhall	1,333.00

COUNCIL ON AGING

Jon Bowdoin	5,432.00
David Brown	9,042.00
Bruce Hill	9,558.00
John Johnson	906.00
Janet Robbins	23,340.00
Michael Horniak	14,994.00
Gerard Thibeault	4,880.00
Robert Wotton	9,583.00

DPW/MUNICIPAL GROUNDS/ W&S

Paul Anderson	19,914.00
Julie Dean	49,015.00
Robert Carolis	68,545.00
Andrew Fichtel	63,952.00
Philip Fischer	85,746.00
Robert Fortier	59,224.00
Martin Janhunnen	52,450.00
Jason Lunn	31,670.00
Stephen Nims	114,097.00
Mark Petersen	68,074.00
Stephen Picard	66,864.00
Michael Walker	54,344.00
David Whitney	5,802.00
James Zarozinski	68,186.00
Jason Walters	62,681.00
Randy Williams	53,994.00

EMERGENCY DISPATCH

Susan Brennan	84,111.00
Donald Girard	67,345.00
Jeffrey Hill	560.00
Ryan Kreidler	10,474.00
Corey McGrath	579.00
Anthony Webb	28,061.00
Stephanie Williams	57,543.00

FIRE DEPARTMENT

Joseph Andrade	37,411.00
Richard Bennett	66,735.00
Ryan Benoit	996.00
Mark Boucher	92,300.00
Tyler Boudreau	2,298.00
Josslyn Bourque	1,050.00
Troy Brassard	606.00
Ryan Casper	5,306.00
Raileen Caswell	1,866.00

Matthew Chipman	3,580.00
Alex Ciccone	22,932.00
Casey Poirier	19,809.00
James Cleveland	93,157.00
Elliot Cleveland	4,942.00
Devin Cleveland	1,104.00
Chris Dauphinais	12,416.00
Tyson David	2,561.00
Andrew Devoll	113,154.00
Brett Duncan	3,232.00
Sarah Finn	563.00
Margaret Gabriel	1,176.00
John Girouard	13,195.00
Travis Gray	712.00
Brian Johnson	2,851.00
Clayton Landry	90,270.00
Raymond Lashua	2,484.00
Jason McNeaney	3,601.00
Jonathan Moorcroft	2,464.00
Dylan Newton	19,691.00
Karen Plant	540.00
Robert Plant	62,961.00
Joseph Poirier	7,004.00
John Scofield	23,868.00
Hilary Towne	12,434.00
Ammie Thraikill	4,403.00
Joshua Urato	16,202.00
Patrick Wood	3,821.00

LAND USE/INSPECTIONS/CONCOM

Richard Cannavino	17,704.00
Wayne Little	6,816.00
Joseph Olivari	1,664.00
Heather Ruziak	47,627.00
Steven Slocum	3,065.00
Richard Travers	67,091.00
Richard Turcotte	20,436.00

LIBRARY

Terri Anstiss	21,710.00
Steven Beaupre	5,880.00
Nancy Boucher	1,225.00
Chardell Davis	3,776.00
Emily Donnelly	34,877.00
Robert Johnson	2228.00
Claire Laprade	36,344.00
Keith Penniman	19,615.00
Susan Shelton	13,965.00
Erin Testagrossa	14,012.00
Angela Wrinkle	15,331.00

MUNICIPAL LIGHT PLANT

Jennifer Barbaro	53,823.00
Bruce Brackett	29,479.00
Brooke Czasnowski	85,790.00
Amy Fischer	45,888.00
Jordan Gendron	118,015.00
Jeremy Holmes	108,018.00
Anne Olivari	12,504.00
Jeffrey Schrecke	120,312.00
Kevin Sullivan	163,235.00
Matthew Wilson	107,034.00

VETERANS' AGENT

Thomas Maeder	826.00
George Kincannon	3,050.00

POLICE DEPARTMENT

Loring Barrett	149,008.00
John Boucher III	119,258.00
Jason Bourgeois	118,940.00
Thomas Chabot	12,839.00
Christopher Conrad	112,483.00
Nicholas Dalton	71,998.00
Robert Gariepy	7,100.00
Gregory Gushlaw	125,596.00
Les Holgerson	104,824.00
Robert Jaillet	2,285.00
Kevin Kaddy	31,574.00
Mark Lafferty	5,444.00
Kristin Matthieu	38,635.00
Max Rameau	5,728.00
Brian Rosengren	104,982.00
Alexander Scipione	8,638.00
Robert Siano	112,745.00
Quinn Smith	106,202.00
Wade Wright	164,638.00

TOWN ADMINISTRATION

Doug Briggs	73,440.00
Heather Budrewicz	185,792.00
Donna Burton	50,050.00
Mary Calandrella	63,863.00
Jonathan Sell	36,840.00

TOWN CLERK

Michelle Johnson	45,784.00
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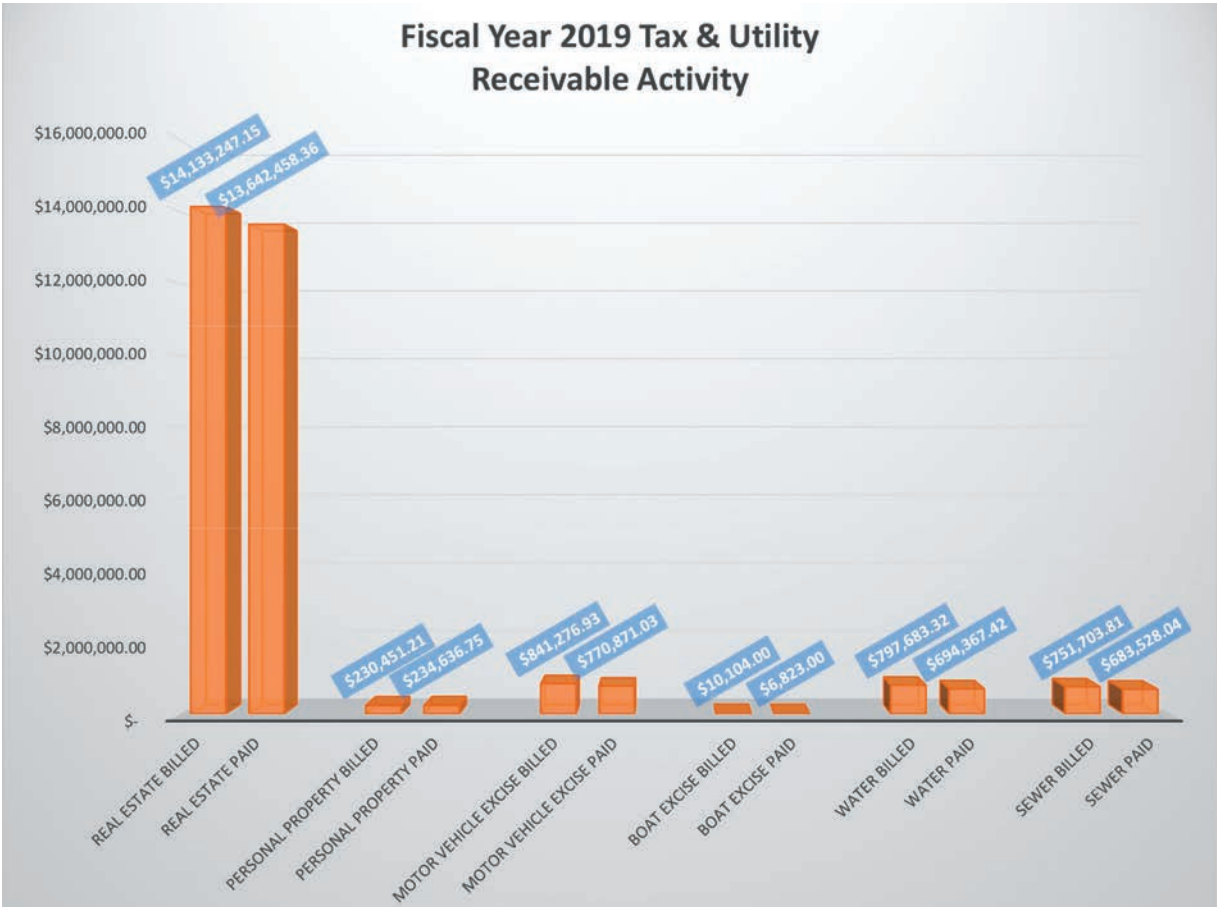
TREASURER/TAX COLLECTOR

Mary Ellen Kelly	51,692.00
Sara Paz	73,629.00

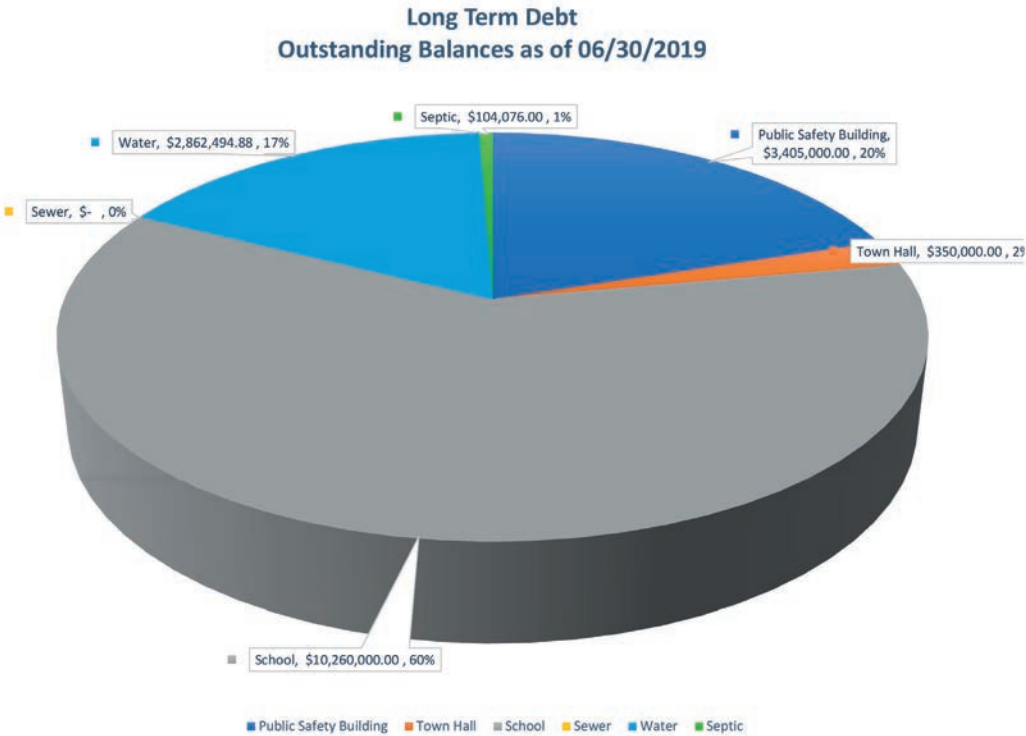


Salaries by Department

Annual Report 2019

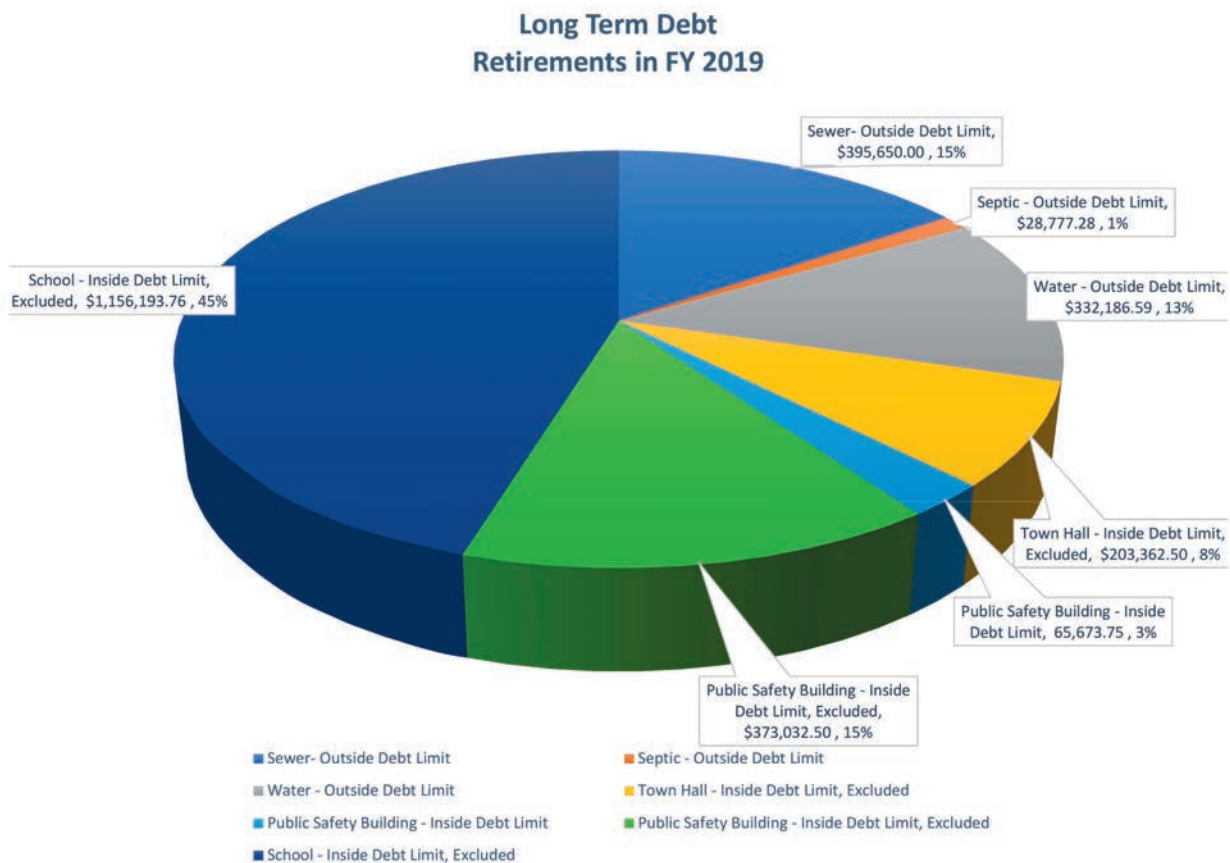
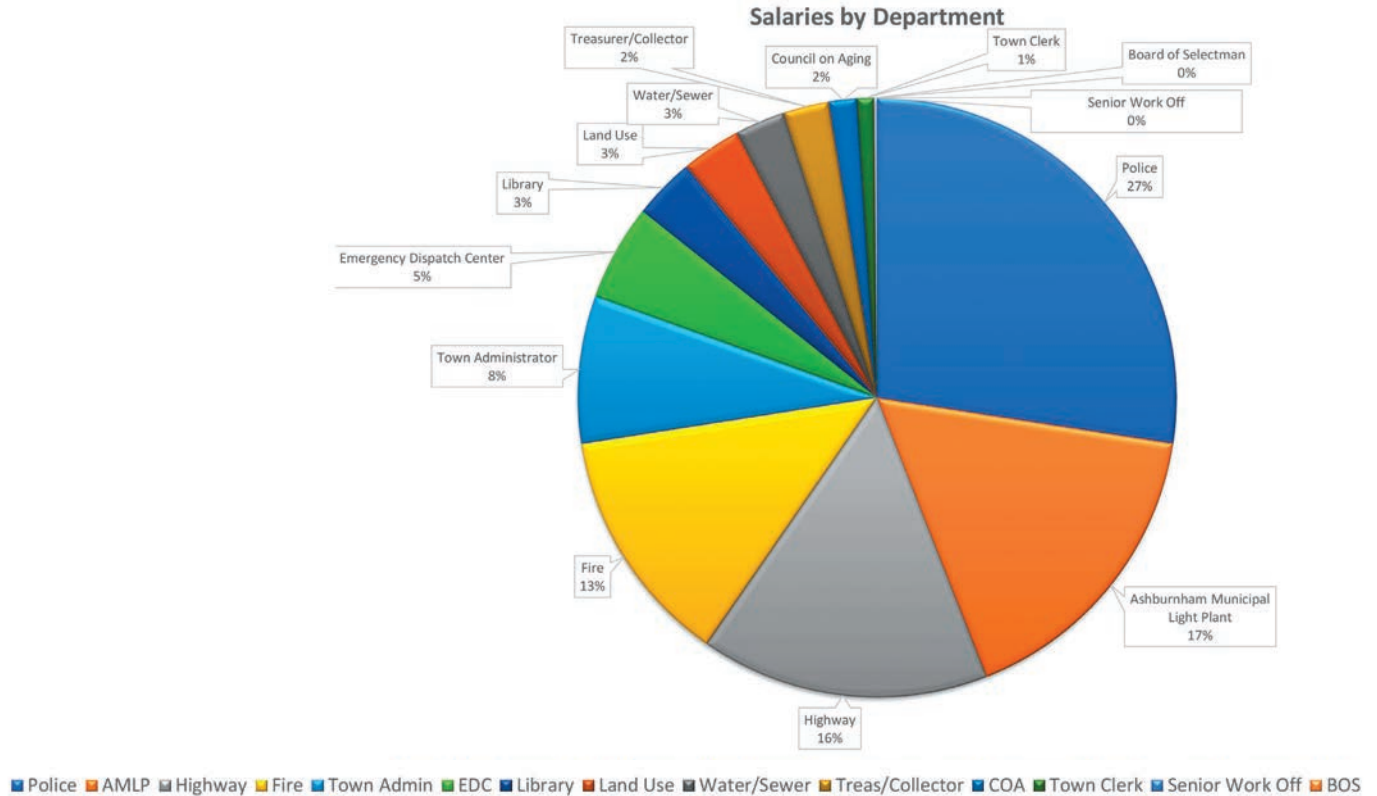


This chart represents the amounts billed and the amounts paid for each receivable for the period 07/01/2018 – 06/30/2019.



Tax Collectors Reports

Annual Report 2019





Treasurer's Report

Annual Report 2019

TOWN OF ASHBURNHAM TREASURER TRUST FUNDS

FUND NAME	BEGINNING PRINCIPAL 06/30/2018	BEGINNING INTEREST 06/30/2018	INTEREST EARNED	RECEIPT/EXPENSE OF PRINCIPAL	RECEIPT/EXPENSE OF INTEREST	ENDING PRINCIPAL 06/30/2019	ENDING INTEREST 06/30/2019
MISCELLANEOUS FUNDS							
STABILIZATION FUND	\$485,350.67	\$11,006.09	\$2,857.59	(\$295,117.27)	(\$11,682.73)	\$190,233.40	\$2,180.95
CUSHING ACADEMY FUNDS	\$67,447.86	\$52,945.11	\$2,064.91	\$0.00	\$0.00	\$67,447.86	\$55,010.02
METER DEPOSIT FUND	\$93,082.55	(\$1,946.32)	\$1,533.11	(\$2,385.44)	\$0.00	\$90,697.11	\$97.23
MUNIC LIGHT DEPT DEPREC FUND	\$1,691,280.00	\$1,892.57	\$32,084.40	\$398,156.00	\$0.00	\$2,089,436.00	\$33,976.97
CONSERVATION LAND FUND	\$33,216.22	\$681.72	\$581.39	\$0.00	\$0.00	\$33,216.22	\$1,263.11
MERTON B LANE ATHLETIC FIELD	\$64.85	\$7.65	\$1.24	\$0.00	\$0.00	\$64.85	\$8.89
ASHBURNHAM ATHLETIC AREA	\$2,799.71	\$331.12	\$53.74	\$0.00	\$0.00	\$2,799.71	\$384.86
ASHBURNHAM COMM PLAYGROUND	\$5,036.19	\$677.24	\$97.97	\$0.00	\$0.00	\$5,036.19	\$775.21
CAPITAL IMPROVEMENT	\$423,295.99	\$39,771.90	\$7,861.73	(\$7,760.68)	(\$45,941.32)	\$415,535.31	\$1,692.31
WHITTEMORE FUND	\$154,795.64	\$2,654.21	\$2,700.87	\$5,735.04	(\$5,181.92)	\$160,530.68	\$173.16
OPEB	\$95,540.97	\$6,070.89	\$5,173.32	\$40,000.00	\$0.00	\$135,540.97	\$11,244.21
SUBTOTALS	\$3,051,910.65	\$114,092.18	\$55,010.27	\$138,627.65	(\$62,295.53)	\$3,190,538.30	\$106,806.92
CEMETERY GENERAL CARE FUNDS							
JACOB H FAIRBANKS	\$1,709.25	\$2,131.95	\$65.90	\$0.00	\$0.00	\$1,709.25	\$2,197.85
IVERS ADAMS	\$5,095.95	\$1,974.36	\$121.26	\$0.00	\$0.00	\$5,095.95	\$2,095.62
LEWIS MCINTIRE	\$3,517.25	\$2,413.71	\$101.73	\$0.00	\$0.00	\$3,517.25	\$2,515.44
MCINTIRE	\$3,659.65	\$2,302.10	\$102.25	\$0.00	\$0.00	\$3,659.65	\$2,404.35
JACOB H FAIRBANKS	\$1,851.62	\$2,444.38	\$73.68	\$0.00	\$0.00	\$1,851.62	\$2,518.06
MCINTIRE	\$4,213.93	\$2,954.25	\$122.96	\$0.00	\$0.00	\$4,213.93	\$3,077.21
NEEDHAM FLOWER FUND	\$494.81	\$108.59	\$10.35	\$0.00	\$0.00	\$494.81	\$118.94
HOFFMAN FLAG POLE FUND	(\$246.00)	\$17,090.45	\$234.36	\$246.00	(\$5,004.39)	\$0.00	\$12,320.42
TAYLOR FLOWER FUND 1986	\$147.81	\$146.06	\$5.06	\$0.00	\$0.00	\$147.81	\$151.12
H. OLSEN FLOWER FUND	\$98.75	\$38.76	\$2.35	\$0.00	\$0.00	\$98.75	\$41.11
T. NAUVONEN FLOWER FUND	\$98.75	\$38.76	\$2.35	\$0.00	\$0.00	\$98.75	\$41.11
DORIS LEONA SMITH FLOWER FUND	\$817.91	\$14.51	\$14.29	\$0.00	\$0.00	\$817.91	\$28.80
ASHBURNHAM GRANGE	\$5,005.84	\$760.44	\$98.90	\$0.00	\$0.00	\$5,005.84	\$859.34
MYRON & VELMA BOUTWELL FLOWER FUND	\$100.00	\$6.81	\$1.83	\$0.00	\$0.00	\$100.00	\$8.64
CEMETERY PERPETUAL CARE	\$166,000.54	\$122,460.39	\$4,947.47	\$0.00	\$0.00	\$166,000.54	\$127,407.86
SUBTOTALS	\$192,566.06	\$154,885.52	\$5,904.74	\$248.00	(\$5,004.39)	\$192,812.06	\$155,785.87
SPECIAL FUNDS							
COUNCIL ON AGING FUND	\$6,029.62	(\$3,626.92)	\$41.18	(\$3,603.42)	\$3,603.42	\$2,425.20	\$17.68
ADAMS IMPROVEMENT	\$1,249.25	\$827.24	\$35.61	\$0.00	\$0.00	\$1,249.25	\$862.85
SCHOOL BOY STATUE	\$182.08	\$14,661.12	\$254.60	\$0.00	\$0.00	\$182.08	\$14,915.72
SYLVIA GIBSON FUND	\$1,242.21	\$572.11	\$31.12	\$0.00	\$0.00	\$1,242.21	\$603.23
ESTHER OLIVER FUND	\$1,517.78	\$18,781.00	\$231.87	\$0.00	(\$15,950.00)	\$1,517.78	\$3,062.87
MARY ABBY PROCTOR FUND	\$0.00	\$11,800.44	\$192.20	\$0.00	(\$1,400.00)	\$0.00	\$10,592.64
ADAMS VILLAGE IMPROVEMENT	\$275.63	\$2,846.38	\$53.56	\$0.00	\$0.00	\$275.63	\$2,899.94
HOFFMAN 2015 AD FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SPORTSMAN'S FUND	\$2,440.15	\$4,857.20	\$125.17	\$0.00	\$0.00	\$2,440.15	\$4,982.37
FUEL ALLOCATION	\$0.00	\$3,064.97	\$52.54	\$0.00	\$0.00	\$0.00	\$3,117.51
WHITNEY SQUARE FUND	\$122.40	\$9,640.25	\$167.46	\$0.00	\$0.00	\$122.40	\$9,807.71
ASHBURNHAM HOUSING AUTHORITY	\$3,024.46	\$6,272.06	\$159.45	\$0.00	\$0.00	\$3,024.46	\$6,431.51
BANDSTAND MAINTENANCE	\$1,791.62	\$273.70	\$35.42	\$0.00	\$0.00	\$1,791.62	\$309.12
G. ERICKSON MEM FIRE FUND	\$7,114.02	\$132.37	\$124.27	\$0.00	\$0.00	\$7,114.02	\$256.64
STEVEN'S MEMORIAL LIBRARY	\$9,871.35	\$162.87	\$201.63	\$3,600.00	\$0.00	\$13,471.35	\$364.50
SWEENEY PLAYGROUND	\$1,314.92	\$41.42	\$23.15	\$0.00	\$0.00	\$1,314.92	\$64.57
SUBTOTALS	\$36,174.49	\$70,306.21	\$1,729.23	(\$3.42)	(\$13,746.68)	\$36,171.07	\$58,288.86
GRAND TOTALS	\$3,280,651.20	\$339,283.91	\$62,644.24	\$138,870.23	(\$81,046.50)	\$3,419,521.43	\$320,881.65

Capital Planning

Annual Report 2019

The FY 20 Capital Plan is the 10th rendition of the plan that was started in 2009. At its inception there were guidelines to use approximately \$450,000 per year on Capital expenditures based on the five-year plan and prepare recommendations for capital expenditures for the Annual Town Meeting. Since 2009 the committee has continued to reassess the capital needs on an annual basis with the goal of updating our fleet of vehicles in a timely manner while also reducing the total number when possible. Also reviewing town buildings, infrastructure, equipment and road. The result of all this work has established a stable and functional plan for the town. In the coming years new capital requests will need to be integrated into the Capital Plan.

The FY20 Capital proposal includes the following requests.

ATM - May 2019

Volvo Loader 2nd of 5-year payment.

SCBA gear – 2nd of 3-year payment,

Cardiac Care Units.

The Volvo Loader is for the DPW and is on a lease to own program that was initiated at the STM in the Fall of 2018 and has a total of five payments. This is the second payment. The SCBA gear is for the AFD and is on a lease to own program that was initiated at the STM in the Fall of 2018 and has a total of three payments. This is the second payment. The Cardiac care units are for the AFD to replace the 2004 Life pack and 12 Heart Monitor / Defib that are no longer covered for maintenance and parts do to the age of the units.

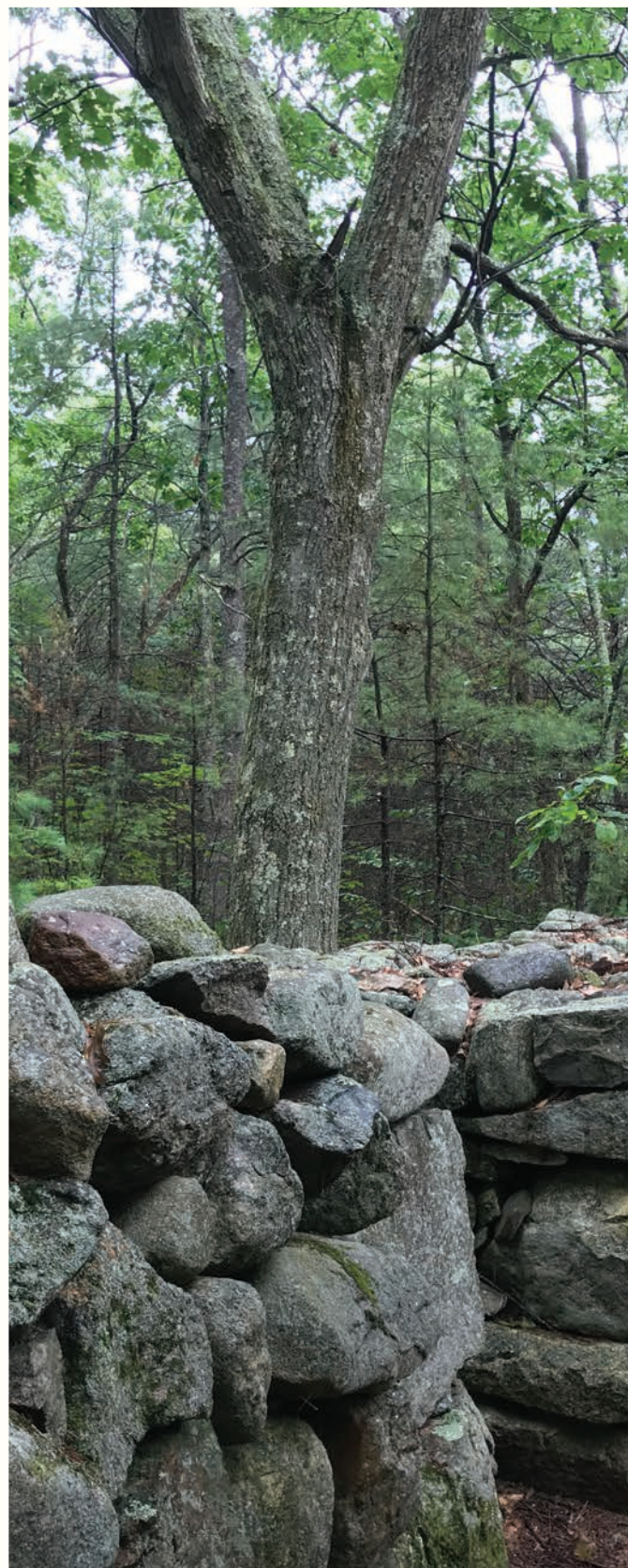
During the year the AFD did receive a grant to that will payoff the lease for the SCBA equipment so we should not have the lease payment for 2021.

The Town voted the following Capital Plan at the May 7, 2019 Annual Town Meeting.

Dept	Age	Nomenclature	Dept Priority	Cost
Fire		SCBA Equipment 2 of 3 payments		\$71,500
Fire	2004	Cardiac Care Unit		\$45,945
DPW	2003	Volvo Loader 2 of 5 payments		\$39,999
			\$157444	

Respectfully submitted,

James Piedrafite, Chairman,
Duncan Phyfe, John Mulhall, Bill Johnson



The Town Pound up on Meeting House Hill.





Town Accountant

Annual Report 2019

To the Honorable Board of Selectmen and Citizens of Ashburnham,
I submit the annual report of the Town Accountant:

The Town Accountant is Julie M. Costello, CPA and she just began with the Town January 2020. She is in the office one day per week and reports directly to the 3-member Board of Selectmen. Her background includes 21 years of combined public, private and audit experience. She is a Certified Public and Governmental Accountant. Her duties include but are not limited to the following:

- * Process weekly warrants payable and bi-weekly payroll warrants
- * Furnish departments with Budget to Actual reports monthly

- * Prepare monthly/quarterly reconciliations for: cash, receivables, tax title and foreclosures
- * Support all departments with all accounting needs from furnishing account numbers, vendor numbers, to assisting with grant processing and trust fund expenditures
- * Work with Treasurer/Assistant Treasurer regarding cash accounts, payroll and benefits
- * Annual reporting to Department of Revenue includes submitting a Combined Balance Sheet, Schedule A and Tax Recap
- * Maintain fixed asset schedule
- * Assist outside auditor annually in preparation of our audit and financial statements

Since taking the position in 2020, the Accountant alongside the Treasurer, has been working to make processes more accurate and efficient. She has also worked side by side with the Auditor in an effort to address all issues in previous management letters. The Accountant will continue to work with other departments to ensure accuracy, efficiency and timely reporting in the years to come.

Please find the following Balance Sheet as a review of the position of the Town of Ashburnham as of June 30, 2019.

TOWN OF ASHBURNHAM, MASSACHUSETTS Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2019 (Unaudited)

	Governmental Fund Types		Capital Projects	Proprietary Fund Types		Fiduciary Fund Types		Account Groups		Totals (Memorandum Only)
	General	Special Revenue		Enterprise	Trust and Agency	Long-term Debt				
ASSETS										
Cash and cash equivalents	2,247,536.45	255,772.34	(237,562.09)	2,804,647.71	1,981,852.31	-	-	-	-	7,052,246.72
Receivables:										
Personal property taxes	5,954.84	-	-	-	-	-	-	-	-	5,954.84
Real estate taxes	194,348.07	-	-	-	-	-	-	-	-	194,348.07
Allowance for abatements and exemptions	(30,798.33)	-	-	-	-	-	-	-	-	(30,798.33)
Special assessments	-	-	-	413.43	-	-	-	-	-	413.43
Tax liens	617,433.57	-	-	152,058.42	-	-	-	-	-	769,491.99
Tax foreclosures	672,002.27	-	-	-	-	-	-	-	-	672,002.27
Motor vehicle excise	112,875.37	-	-	-	-	-	-	-	-	112,875.37
Other excises	863.06	-	-	-	-	-	-	-	-	863.06
User fees	-	-	-	183,901.88	-	-	-	-	-	183,901.88
Utility liens added to taxes	-	(0.01)	-	8,422.02	-	-	-	-	-	8,422.01
Departmental	234,077.39	134,508.08	-	-	-	-	-	-	-	368,585.47
Other receivables	8.00	82,704.66	-	25,694.99	(8.04)	-	-	-	-	108,399.61
Due from other governments	33,482.54	-	-	-	-	-	-	-	-	33,482.54
Amounts to be provided - payment of bonds	-	-	-	-	-	-	-	-	-	16,981,570.88
Total Assets	4,087,783.23	472,985.07	(237,562.09)	3,175,138.45	1,981,844.27	-	-	16,981,570.88	-	26,461,759.81

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PROOF THAT BALANCE SHEET IS IN BALANCE	-	-	-	-	-
PROOF THAT FUND DETAIL OF FUND BALANCE AGREES TO THE BALANCE SHEET					
AGENCY FUND BALANCE PROOF					
TRUST FUND BALANCE PROOF					

Board of Assessors

Annual Report 2019

The Board of Assessors is responsible for the valuation of real estate and personal property subject to taxation. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills. Assessed values for Real and Personal Property are based on "full and fair cash value" as of January 1st preceding each fiscal year.

As always, if you have any questions regarding any assessing issues, please feel free to contact Kelly Szocik, Administrative Assessor, at 978-827-4100 x111 or by email at assessors@ashburnham-ma.gov. Office hours

are Monday through Thursday 12:30 PM to 4:00 PM or by appointment. The board will meet at 3:00 PM on the second Thursday of the month. Additional information is available on the town website at www.ashburnham-ma.gov.

Respectfully submitted by the Board of Assessors
Donna Burton, Chair, Walter Harrington, Member
Michael Saltsman, Member

Staff: Harald Scheid, Regional Tax Assessor
Michael Saltsman, Regional Associate Assessor
Kelly Szocik, Administrative Assistant Assessor



Laura Knight Kirkpatrick



Fiscal 2019 Assessments and Revenues by Major Property Class

Property Class	Levy Percent	Valuation by Class	Tax Rate	Tax Levy
Residential	95.1685	606,195,754	22.55	13,669,714.25
Open Space	-0-	-0-	22.55	-0-
Commercial	2.4413	15,550,420	22.55	350,661.97
Industrial	0.7858	5,005,000	22.55	112,862.75
Personal Property	1.6044	10,219,563	22.55	230,451.15
TOTALS	100.0000%	636,970,737	22.55	14,363,690.12

Valuation and Tax History

Fiscal Year	Tax Rate	Total Valuation	Accounts	Tax Levy	Change (%)
2019	22.55	636,970,737	3,981	14,363,690.12	.0266
2018	23.40	597,938,144	4,003	13,991,752.57	.0612
2017	22.97	574,028,789	4,019	13,185,441.28	.0243
2016	22.75	565,846,177	4,022	12,873,000.53	.0246
2015	22.28	563,925,497	4,052	12,564,260.07	.1306
2014	19.83	560,427,319	4,045	11,113,273.74	.0293
2013	18.85	572,781,675	4,060	10,796,934.58	.0225
2012	18.34	575,771,428	4,087	10,559,647.99	.0147

Fiscal Year 2019 Abstract of Assessments

Property Class Code/Description	Accts	Class Valuation	Avg Value
012 - 043 Mixed Use Properties	9	3,129,175	347,686
101 Residential Single Family	2,450	549,081,599	224,115
102 Residential Condominiums	22	4,463,900	202,905
104 Residential Two Family	39	7,601,400	194,907
105 Residential Three Family	6	1,421,400	236,900
Miscellaneous Residential	40	8,895,200	222,380
111 - 125 Apartments	4	1,521,700	380,425
130 - 132, 106 Vacant Land	923	31,860,800	34,519
300 - 393 Commercial	43	11,345,700	263,853
400 - 452 Industrial	29	5,005,000	172,586
501 - 508 Personal Property	318	10,219,563	32,137
600 - 821 Chapter 61, 61A, 61B	98	2,425,300	24,748
TOTALS	3,981	636,970,737	

Assessor's Account for Exemptions and Abatements

Description	FY2019	FY2018	FY2017	FY2016	FY2015
Assessor's Overlay Raised	130,304.88	95,104.57	107,681.42	92,931.00	84,101.07
Exemptions & Abatements Granted	103,589.31	105,650.81	90,005.34	101,263.86	94,230.07
Overlay Balance End of FY	30,798.33	-10,546.24	17,676.08	-8,332.86	-10,229.61

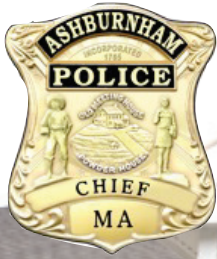
New Growth Revenue

Fiscal Year	Added Valuation	Tax Rate	New Revenues	Change (%)
2019	7,976,985	23.40	186,661	29.57
2018	6,270,084	22.97	144,023	33.19
2017	4,753,201	22.75	108,135	28.86
2016	3,766,440	22.28	83,916	-49.60
2015	8,395,572	19.83	166,485	195.06
2014	2,993,326	18.85	56,424	43.88
2013	2,138,242	18.34	39,216	96.96
2012	1,160,968	17.15	19,911	-80.30



TOWN OF ASHBURNHAM HEALTH & PUBLIC SAFETY





Ashburnham Police Department

Annual Report 2019



To the Honorable Board of Selectmen and Residents of Ashburnham:

It gives me great pleasure to submit the 2019 Annual Report for the Ashburnham Police Department.

The Ashburnham Police Department continues to collectively strive to provide the best service possible to the residents of Ashburnham. The men and women that work for the department are compassionate and committed to serve the community in the most professional way.

Calls for police service and criminal activity in 2019 remained consistent with recent years. Low unemployment and a strong economy definitely helps, but the dedication and community commitment of our police officers plays the largest roll in why our statistical numbers are maintained at a lower rate than most communities in the area. With that said, we are not without the issues that other communities face throughout the state and country. Our officers deal with the drug and alcohol issues, domestic violence, family issues, larcenies/fraud/scams, sexual assaults/rapes, assault & batteries and many other crimes.

Drug overdoses continue to be a major issue that is dealt with by law enforcement on a regular basis. To help combat this issue, the Ashburnham Police Department along with many other police departments in Worcester County has signed a memorandum of understanding (MOU) with the District Attorney's Office. The Worcester County Critical Incident Management System

(CIMS) has been created and will include such things as: data collection, specialized police training, designated outreach officer(s) from each department to assist people in need and to work directly with licensed clinicians and health professional to address the overdoses issues in the area. The District Attorney Office will provide funding to address most of the cost for the program.

There are many challenges in today's law enforcement profession. We are committed to meet those challenges head on and provide the best possible service to the community and exceed what is expected of us. Please remember that we rely on you, to assist us in making Ashburnham the safest place to live and raise your family. If you see something, say something!

PUBLIC SAFETY PERSONNEL:

In 2019, we accepted the resignation of full-time officer Kevin Kaddy and part-time officer Mark Lafferty, I would like to thank them both for their service to the Town and wish them well.

A search and process was conducted to fill both vacancies. Michael Amann was appointed as a full-time officer and Nicholas Mclaughlin as a part-time officer. Both officers have experience in policing and are graduates from a Massachusetts full-time police academy. Both officers will add to the success of our department and I welcome them with great expectations.





Ashburnham Police Department

Annual Report 2019 | Continued

The police department's FY20 operating budget included the creation of a third patrol sergeant. This position did not add a person, but promoted an officer from within our current personnel. The third sergeant allows the department to have a front-line supervisor scheduled for all 3pm - 11pm and 11pm - 7am shifts. Five of our eight patrol officers within the department applied for the position.



Officers Michael Amann and
Officer Nick McLaughlin are sworn in



Officer Boucher and Cushing Academy Headmaster
Randy Bertin attended the Special Olympics
event at Cushing Academy.

The process included a 100 question written exam pertinent to the position and responsibilities and an oral board screening process. At the completion of the process Officer John Boucher was the high scorer and was recommended for the promotion to sergeant and appointed in December 2019. Sergeant Boucher is a great addition to the ranks of the Ashburnham Police Department and without a doubt will continue to serve this community well.

TRAINING:

Training continues and always will be a priority within the department. All officers are required to attend mandatory yearly training programs and various specialized training programs.

Ashburnham will continue to train its police officers at a level that exceeds the state standards. We will do this by utilizing our own certified trainers, web based training and sharing training resources with other area departments to keep the cost as low as possible.

Some of the yearly training programs attended are:

- CPR/First Responder Certification
- Automatic Defibrillator Training and Certification
- NARCAN Certification
- Firearms Training and Certification
- Firearms Instructor Certification
- Tactical Training
- Taser Training & Certification
- Narcotics Investigations
- Breathalyzer Certification
- Child Safety Restraints
- Sexual Assault & Rape Investigation
- Administrative Training
- Pepper Spray/ Baton Certification
- Defensive Tactics
- A.L.I.C.E. - Active Shooter Certification
- Various Juvenile Training
- Safe School Summit
- Emergency Vehicle Operations
- Mental Health
- Supervisor/Administrative Training



Ashburnham Police Department

Continued | Annual Report 2019



COMMUNITY POLICING:

The police department continues to maintain a Web site at www.ashburnhampd.org and we are active on Facebook and Twitter. All of these sites are maintained to provide a positive and effective communication tool between the police department and the public. On numerous occasions social media has been used to seek the public's help in identifying suspect's that have committed crimes in Ashburnham.

In March of 2019, the Ashburnham Police Department conducted a 10 week citizen's police academy. The Citizens' Police Academy is an educational program designed to offer residents and business owners an opportunity to learn about the Ashburnham Police

Department's practices and services. The program is not intended to train participants to perform law enforcement duties, but to create a nucleus of citizens who are well informed about the department's operations. The training is structured to provide classroom instruction, tours, and demonstrations of the various units of the Ashburnham Police Department.

SCHOOL SAFETY:

Entering the Ash/West SRO program's 6th year, our Officers serve with our Westminster Police partners as part of the community-based policing program actively working in a collaborative effort with the AWRSD school district. Functioning under the triad SRO concept as law enforcement officers, educators and informal counselors we continue to work to maintain safe avenues to protect kids by "bridging the gap" through relationship building. A proactive philosophy that education and prevention are the best tools to keep our schools safe and secure.



2019 Ashburnham and Westminster's SRO'S



Chief Barrett speaking at the Citizen's Police Academy

This year we are pleased to announce the addition of Officer Brian Rosengren to our SRO team. Before joining APD last year, Officer Rosengren served as the SRO of the Narragansett School District for 4 years. His experience and knowledge will enhance our program as he teams up with Officer Quinn Smith, Sgt. John Boucher to continue to move the bar.

SAFETY FOCUS:

We continue to prioritize our safety planning and critical incident training. Based our A.L.I.C.E protocols students and staff drill and discuss the importance of thinking critically and dynamically using the best options available if faced with a critical incident. In collaboration with our administrative partners, Oakmont and Overlook's preparedness improves each year. These last 2 years we have focused significant effort into preparing our parents, staff and students at Briggs Elementary school for age-appropriate training and safety drill integration to empower (without causing fear) through classroom storytelling, staff meetings, team discussions, safety audits and parent workshops. The trainings were developed with administrative, staff and parents input to ensure we EMPOWER our younger kids with the knowledge that there are things that they can do to keep themselves safe if a "dangerous someone" enters the building. Watching our elementary students and staff successfully navigate our first drill this fall has been one of our proudest highlights this year.

PREVENTION IS OUR BEST SAFETY TOOL.

We are building our safety initiatives by integrating the following preventative programs in the district this year.





Ashburnham Police Department

Annual Report 2019 | Continued

START WITH HELLO!

This program enables students to make a difference with their peers in a simple, fun, and impactful way by encouraging them to take small but powerful actions to promote connectedness and inclusion, and to identify and help others who are showing signs of social isolation.

SEE SOMETHING, SAY SOMETHING

When it comes to threats of violence or suicide, most are known by at least one other individual BEFORE the incident occurs. Given the growth of digital platforms, many are learning about threats via social media. Say Something teaches students, grades 6-12, how to look for warning signs, signals and threats, especially in social media, of an individual who may be a threat to themselves or others and to say something to a trusted adult to get help.

TECHNOLOGY AND EQUIPMENT UPGRADE FOR OUR SCHOOLS

Working with the AWRSD IT Director Eric DeHays and School Administrators, we supported the grant proposal and technology integration planning for the "Safer Schools and Communities Initiative" designed for public schools to address critical infrastructure and technology needs as it relates to school building security and the safety of students and staff. The grant helped the school district upgrade and adapt newer camera technology and security equipment in our buildings.

DIVERSION PROGRAMS AND RESTORATIVE APPROACHES TO AT-RISK BEHAVIOR.

We are collaborating with our school administrators, School, Fire/Medic, Police, LUK, DCF, GAMMA, YOU. Inc and the Worcester County DA's office in regional discussions surrounding diversion and restorative practices for our communities and Worcester County. A diversion model of restorative strategies that serves in preventative, interventional and diversionary capacities tied to goals and focused on changing youth behaviors.

Diversion programs that are linked to AWRSD's Educational efforts that address Social, Emotional and Behavioral challenges. Initial efforts have focused on grant applications for the regional integration with local districts and social service support through GAHMMA focused on education for coaching for Chemical Health and treatment.

CHEMICAL HEALTH AND YOUTH VAPING

We play an active role in the prevention of youth vape usage. We continue to work with the Massachusetts State Attorney General's office and regional board of health investigators to prevent the sale and marketing of vaping products to our youth. Leveraging local insight and usage trends we support our school's efforts to protect our kids through prevention, education and diversionary chemical health strategies.

RAD AND radKIDS

We continue to offer RAD Self Defense training to our female students at Oakmont and Overlook. We run classes of RAD for Women each year as part of the Oakmont's Women's health curriculum during the school day. Each winter stating in January, we run an Overlook class for middle school student's afterschool.

This year we integrated the radKIDS program for our elementary-ages students after school. RadKIDS is a broader personal safety class for kids that empowers children and parents with a skill-based curriculum, that strengthens children personal boundaries and parental confidence. Replacing fear with knowledge, skill, and power, by enhancing a child's critical thinking abilities and physical resistance skills, our programs provide the opportunity for children to recognize, avoid, resist, and if necessary, escape violence or harm while remaining joyful and safer in our world today. Topic examples include: How to dial 911, strangers and people they know, how to answer the door and phone, playground and road safety etc... Classes are offered in the spring, summer and fall. Sign-up sheets are located in the Briggs main office.



Officer Quinn Smith shows the girl scouts some of the police equipment.



Ashburnham Police Department

Continued | Annual Report 2019



EDUCATIONAL PROGRAMS

We support in-class curriculum as guest speakers on Bill of Rights, Civics, Forensics Investigations and participate in civics and modern policing discussions at all grade levels. We also help facilitate district-wide educational and safety initiatives with Walk to School, Bullying Prevention and Prom and Driver Safety events each school year.

Through our safety planning, daily interactions and relationship building, our goal is to continue to develop a community culture of “upstanders” as we build the bridge where kids see our police role as serving as the “helpers”, an approachable someone to go to if help is needed. Students and families can reach us at any time with questions or information.

DETECTIVE REPORT:

Many of the types of crimes that we see today in our communities such as sexual assaults, narcotics violations, cyber-crime and identity theft, require specialized training and numerous man hours and in previous years had to be split with patrol time.

Although our police officers are trained to deal with these issues initially, many incidents required extensive follow-ups and thorough investigations by the detective who has extensive training in those areas. The detective is also responsible for evidence collection and storage and the maintenance of the evidence room. The collection and destruction process of such evidence such as narcotics and the delivery of evidence to the crime lab for processing. The detective will continue to work closely with other communities and task forces as we know criminals often travel from community to community commit crimes.



High-Five Friday at Overlook Middle School.



Officer Quinn Smith reads to the class at Briggs.



Officer Boucher with some trick or treaters on Halloween night.





Ashburnham Police Department

Annual Report 2019 Continued

TRAFFIC:

The Ashburnham Police Department continues to target aggressive drivers, seatbelt violations and impaired drivers.

The Ashburnham Police Department is committed to making our streets safe for all vehicles that travel within our community and the people that walk our streets. In 2019, we see a consistent enforcement level from last year.

Vehicle Violation Breakdown

	2019	2018	2017
Total Traffic Stops	1,697	1,935	1,929
Arrests as a result of stop	14	13	12
Criminal Complaints	69	45	40
Civil Fines Issued	324	300	336
Written Warnings	572	767	686
Verbal Warnings	718	810	907
Vehicle Accidents	98	98	102

CRIMINAL CASE ACTIVITY STATISTICS

	2019	2018	2017
Total Offenses Committed:	328	321	357
Total Felonies:	65	60	98
Total Crime Related Incidents:	121	108	141
Total Arrests (On View):	14	18	39
Total Arrests (Based on Incident/Warrants):	29	20	27
Total Summons Arrests:	69	100	65
Total Arrests:	112	138	109
Total Juvenile Arrests:	4	3	3
Total Juveniles Referred (Arrests):	4	3	3

In closing, I would like to thank the other town departments, committees, school district and public officials for their continued support and dedication. Most importantly, I would like to thank the men and women who work with me. Without their endless dedication and support, my job would be impossible. I would also like to thank the citizens of Ashburnham for their continued support and you can be assured that the Ashburnham Police Department will continue to improve its services to make Ashburnham a better and safer place to live and raise your children. Thank You and God Bless America!

POLICE DEPARTMENT PERSONNEL

Loring Barrett Jr.	Chief of Police
Kristen Mathieu	Administrative Assistant
Chris Conrad	Lieutenant
Wade Wright	Sergeant
Gregg Gushlaw	Sergeant
John Boucher	Sergeant
Rob Siano	Detective
Nicolas Dalton	Patrolman
Les Holgerson	Patrolman
Kevin Kaddy	Patrolman (Resigned)
Jason Bourgeois	Patrolman
Quinn Smith	Patrolman
Brian Rosengren	Patrolman
Michael Amann	Patrolman
Robert Gariepy	Part-Time Patrolman
Thomas Chabot	Part-Time Patrolman
Bob Jaillet	Part-Time Patrolman
Alex Scipione	Part-Time Patrolman
Mark Lafferty	Part-Time Patrolman (Resigned)
Nick McLaughlin	Part-Time Patrolman



Respectfully Submitted,
Loring Barrett Jr., Chief of Police

Ashburnham Emergency Dispatch Center

Annual Report 2019



To The Honorable Board of Selectmen and Residents of Ashburnham:

The Ashburnham Emergency Dispatch Center is responsible for taking all incoming emergency and non-emergency calls for Police and Fire services and walk-ins.

Dispatchers are a vital part of the service that we provide to you as public safety departments. Dispatchers are required to ascertain information during some very difficult and stressful situations and relay that information to the appropriate responding emergency personnel. We think of our Dispatchers as the “First person on the scene of an emergency.” Any incident, whether “routine” or a dire emergency, is first received by our Public Safety Dispatchers. We consider ourselves very fortunate to have such dedicated trained personnel working for us.

In 2019, the dispatch center received 17,752 logged calls for service. This number does not include some E-9-1-1 calls or the hundreds of general business line calls that are received 24 hours a day, 7 days a week, all originating with the Ashburnham Public Safety Dispatcher.

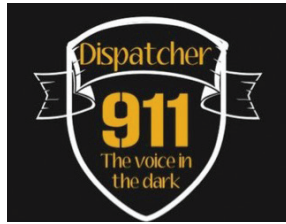
The Ashburnham Communications Department received two grants in 2019. One was a training grant in the amount of \$11,488.04 as well as an incentive grant for \$30,890.00. Both grants were applied for and received through the State E-911 Department. These grants are a tremendous help to financially offset the daily operations of the communications department by way of extensive training and overtime coverage.

All Emergency 911 communication centers in Massachusetts are required to meet strict and extensive training standards as well as a structured quality assurance program. The Ashburnham Communication Center prides itself on exceeding the minimum requirements and continues to look at ways to improve our services through efficiency and extensive training opportunities.

We continue to make improvements and ensure we have the latest updates in emergency call software and equipment in the communication's center. This allows us to keep our Communications Department up to date to properly handle all types of emergency and non-emergency calls with the most efficiency.

DISPATCH PERSONNEL:

There were several changes with Personnel in the Communications Center this year. These changes were a



result of staff moving up through promotions within, as well as outside agencies.

In August Anthony Webb was promoted from a Part-Time Dispatcher to Full-Time. This was a result of our previous Full-Time Dispatcher, Christine Pierce, who left the Communications Center to pursue a different career path. Christine worked for the Ashburnham Communications Center since 2005 and we thank her for her service these past 14 years.

In addition to the part-time vacancy of Anthony Webb, another open position held by Part-Time Dispatcher and Part-Time Police Officer Max Rameau, was required to be filled after he accepted a Full-Time Police Officer position with a neighboring community. Dispatcher/Officer Rameau worked for the Town of Ashburnham since 2014 and we thank him for his service and wish him well in his new career.

The new voices of our Part-Time Dispatchers are those of Ivan Quiles and Corey Mcgrath. Our Part-Time Dispatch personnel work regularly scheduled shifts, primary on weekend evenings, as well as providing support for Full-Time Dispatcher coverage to include and high call volume incidents.

In closing, I would like to thank all the emergency dispatchers for what they do behind the scene; you are the lifeline for the residents of Ashburnham and all its public safety personnel. It is often a thankless position that often does not receive the credit it deserves.

Thank you and keep up the good work!

Respectfully Submitted,
Loring Barrett Jr., Chief of Police

EMERGENCY DISPATCH PERSONNEL		YEARS OF SERVICE
Susan Brennan	Head Dispatcher	20+
Stephanie Williams	Full-Time Dispatcher	15+
Donald Girard	Full-Time Dispatcher	6+
Anthony Webb	Full-Time Dispatcher	1
Ryan Kriedler	Part-Time Dispatcher	
Ivan Quiles	Part-Time Dispatcher	
Corey Mcgrath	Part-Time Dispatcher	



Ashburnham Fire Department

Annual Report 2019



STAFFING:

The Ashburnham Fire Department provides fire, advanced life support emergency medical, and rescue service. This is accomplished with both career and part-time, on-call, personnel. One firefighter / paramedic is always on duty and additional personnel cover late at night and on the weekends to assure a rapid response, but a majority of our personnel respond from home or work when there is an incident. Monday through Friday during business hours the administrative personnel are also in the office and available to assist the public with general business and emergency response as needed.

In 2019 we welcomed to the department Joseph Andrade as a full time Firefighter / Paramedic as well as several new call personnel.

EMERGENCY INCIDENTS:

2019 was a busy year for the Ashburnham Fire Department with a total of 760 calls for service:

- Fires and Alarms – 181
- Service Calls – 85
- Medical Calls and Rescues – 494
- Inspection / Permit Services:

In addition to emergency calls, your fire department also conducts fire and life safety inspections that are required by the Massachusetts Fire Prevention Codes. In 2019, we provided for 395 permits and inspections. These included burn permits, smoke and CO detector inspections, inspections of oil burners and propane tanks, inspections of licensed alcohol sales locations, and inspections of commercial buildings.

COMMUNITY INVOLVEMENT:

It is important to us, as a department, to be a part of our community and this year we participated in many of the various community events including Downtown Days, Halloween, Memorial Day, Veterans Day and the annual Christmas Tree Lighting, to mention just a few. Additionally, we assisted with the installation of smoke detectors and education for some of our most at risk community members.

TRAINING:

Training is another focus for us here at the fire department and we have increased the number of trainings to reflect the fact that we are “Always Ready to Protect and Serve”. This has included classroom, hands on, and live fire training which were completed in 2019.



- Cushing Academy allowed us the use of one of the buildings they were going to demolish and we practiced many different skills in the building and invited other nearby departments to train with us.

OTHER NOTABLE EVENTS FOR 2019:

- The Ashburnham Fire Department was the recipient of an Assistance to Firefighters Grant in the amount of \$206,190.00 to offset the costs of purchasing breathing apparatus as well as to purchase a cardiac monitor / defibrillator to replace our outdated equipment.
- The Explorers, a program for 14 to 18 year-old youths interested in emergency services, had another great year and are seeking additional young people who are interested in working in this career field that are in this age range.
- The call membership continues to grow, and we are hoping to reach nominal staffing in the near future. If you know of someone interested in serving their community and participating in the fire department please refer them to us. We are always looking for new call members.

INSPECTION / PERMIT SERVICES:

In addition to emergency calls, your fire department also conducts fire and life safety inspections that are required





Ashburnham Fire Department

Annual Report 2019



by the Massachusetts Fire Prevention Codes. In 2019, we provided for 395 permits and inspections. These included burn permits, smoke and CO detector a of oil burners and propane tanks, inspections of licensed alcohol sales locations, and inspections of commercial buildings.

- We would like to thank the Town Administrator, the Board of Selectmen, other Town Departments and Boards, and the citizens of Ashburnham for the dedication and support that the Ashburnham Fire Department has received.

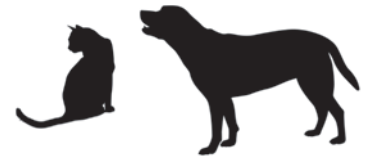
Respectfully Submitted,

James Cleveland – Fire Chief
Officers & Members of the
Ashburnham Fire Department



Ashburnham Animal Control

Annual Report 2019



To the Honorable Board of Selectmen and Residents of Ashburnham:

The Town of Ashburnham, Westminster and Hubbardston have entered into a regional agreement with City of Gardner, to provide animal control and animal inspector services to both communities. This agreement allows our communities to have the most efficient animal control coverage and response, at a cost much lower than if we provided our own ACO services. The police department and animal control

officer(s) work in partnership to address violation and investigations of various complaints. Again this year much effort has been made to notify residents of the importance and requirement to license their dog(s). After several notifications, strict enforcement was taken and will continue to be taken to assure that all dogs are properly vaccinated and licensed in Ashburnham. Web Site: www.gardneranimal.org

Approximate number of dogs licensed:

Ashburnham: Year 2019: 1,176 • Year 2018: 1,219

2019 ANIMAL CONTROL YEAR END

GARDNER		ASHBURNHAM	
LOOSE DOGS	211	LOOSE DOGS	60
ANIMAL COMPLAINTS	181	ANIMAL COMPLAINTS	33
WELLNESS	168	WELLNESS	34
QUARANTINES	76	QUARANTINES	19
KENNEL INSPECTIONS	0	KENNEL INSPECTIONS	28
BARN INSPECTIONS	11	BARN INSPECTIONS	26
CITATIONS	224	CITATIONS	53
HIT BY CAR	11	HIT BY CAR	0
WILDLIFE	145	WILDLIFE	21
VET	84	VET	0
CLERK/COURT	26	CLERK/COURT	5
TOTAL:	890	TOTAL:	183
HUBBARDSTON		WESTMINSTER	
LOOSE DOGS	63	LOOSE DOGS	129
ANIMAL COMPLAINTS	18	ANIMAL COMPLAINTS	66
WELLNESS	32	WELLNESS	32
QUARANTINES	19	QUARANTINES	35
KENNEL INSPECTIONS	10	KENNEL INSPECTIONS	18
BARN INSPECTIONS	70	BARN INSPECTIONS	18
CITATIONS	46	CITATIONS	147
Hit by car	2	hit by car	13
Wildlife	16	wildlife	19
Vet	32	vet	2
Clerk/court	4	clerk/court	9
TOTAL:	277	TOTAL:	346
GARDNER TOTAL CITATIONS ISSUED	224	TOTAL COLLECTED	\$5,825.00
ASHBURNHAM TOTAL CITATION ISSUED	53	TOTAL COLLECTED	\$2650.00
HUBBARDSTON TOTAL CITATIONS ISSUED	46	TOTAL COLLECTED	\$2,300.00
WESTMINSTER TOTAL CITATIONS ISSUED	147	TOTAL COLLECTED	\$5365.00





Ashburnham Animal Control Annual Report 2019

LICENSING

The owner or keeper of any dog shall license such animal. The licensing period is from April 1 to March 31st, with new licenses available on March 1st. The following fee structure applies for 2019:

Males	\$16.00
Males (Neutered)	\$11.00
Females	\$16.00
Females (Spayed)	\$11.00

DOG KENNEL LICENSES:

4 Dogs	\$40.00
5-10 Dogs	\$50.00
11-15 Dogs	\$75.00
16+ Dogs	\$100.00

For dog licenses that are not renewed by June 1st, the above fee schedule will be increased by \$10.00. The owner or keeper may also be subject to a fine between \$25.00 and \$75.00 for not having a dog properly licensed.

You may obtain a dog license from the Ashburnham Town Clerk's Office by furnishing a certification of rabies vaccination and paying the license fees. No tag will be issued unless there is proof that a licensed veterinarian has vaccinated the dog against rabies.



Always leave plenty of water in your pets dish.

BY-LAW (APPROVED AT STM 10/29/2013)

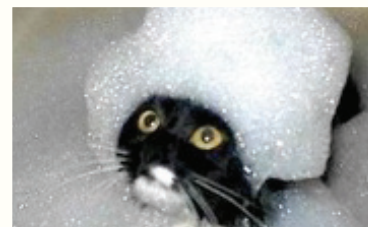
Dangerous dog, a dog that either; (i) without justification, attacks a person or domestic animal causing physical injury or death; or (ii) behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal.

Nuisance dog, a dog that; (i) by excessive barking or other disturbance is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or (iii); barking, whining or howling in an excessive, continuous or untimely fashion, (more than 10 minutes in any hour overnight between the hours of 10:00 p.m. and 7:00 a.m. or for more than 15 minutes in any hour during the day between 7:01 a.m. and 9:59 p.m.; or (iv) has threatened or attacked livestock, a domestic animal or a person, including threatening or attacking passersby or passing vehicles including bicycles but such threat or attack was not a grossly disproportionate reaction under all the circumstances; (v) trespassing on school grounds or other public or private property or damaging public or private property.

LEASH LAW

Chapter XVI Section 3 of the Town's By-Laws require that no owner or keeper of a dog shall permit such dog, whether licensed or unlicensed, to run at large within the Town of Ashburnham, except that a dog may, for the purpose of sporting events, (such as hunting, field trials or training purposes) or for agricultural assistance, or while working a canine guard of mercantile, commercial or industrial establishment, be exempt from the restraining order during such period of time as the dog is actually engaged in the event, sport, agriculture function, or guard work. Dogs may be taken from the owner's premises provided that such dogs are on a leash.

This By-Law will be enforced for the safety of your dog as well as the safety and quality of life our residents have grown to enjoy. Violating the leash law can result in a fine of \$25.00 to \$75.00 and/or an appearance in Winchendon District Court.



A clean cat is
a happy cat!



Ashburnham Animal Control

Annual Report 2019



Don't leave your dog out in extreme hot or cold weather.

EMERGENCY AND AFTER HOUR CALLS

Animal Control responds to calls after hours for emergencies only. It is an emergency if a domestic, farm, or wild animal is threatening the life or safety of a human. If an animal is injured and the owner can be located, then the care of the animal is the owner's responsibility. To report emergencies during or after hours please call the Ashburnham Police Department at 978-827-4413 or 911. For non-emergencies the ACO can be reached or a message can be left at (978) 630-4950.

MASS HUMANE SOCIETY	(781)-335-1300
ANIMAL RESCUE LEAGUE OF WORCESTER	(508)-853-0030
MSPCA	(617)-522-7400
MASS ENVIRONMENTAL POLICE	(800)-632-8075
MASS DIVISION OF FISHERIES & WILDLIFE	(508)-389-6300

WHY IS IT IMPORTANT TO SPAY OR NEUTER YOUR PET

The answer is simple. Every year there are about 30 million puppies and kittens born in the United States. Unfortunately, 4 to 6 million of those adoptable animals are euthanized every year because no one will give them a good home. Many unwanted animals suffer terribly without shelter, good food, and worst of all — a loving human companion. Nationwide, animal shelters report that they take in over 10 MILLION animals every year — far more than they can possibly adopt out to good owners. Did you know that a single, un-spayed female cat, her mate and all their offspring can produce, on average, over 1.5 MILLION kittens in as little as 9 years?

The good news is that pet overpopulation is a problem that YOU can do something about if you want to end this tragedy. Talk to your vet about spaying and neutering your pet. Prevent a litter and be a part of the solution to the problem.



SPAYING AND NEUTERING IS GOOD FOR YOUR PET

It is a fact that spayed and neutered pets live longer, healthier lives. In fact, spaying and neutering can eliminate or reduce the incidence of a number of health problems that can be difficult to treat once they occur. Such health problems include uterine or ovarian cancer, animal breast cancer, testicular cancer, and prostate disease. Spaying a female eliminates its heat cycle and thereby reduces nervous behavior in the female.

It is very common for the pet to become a more affectionate companion following spaying or neutering. Bad behavior (such as biting, fighting, or running away) and temperament problems are less likely to occur.

Pet Population Control is a Community Responsibility, communities spend millions of tax dollars every year to control unwanted animals. Animal control officers commonly have to deal with irresponsible breeding, which contributes to the problem of dog bites and attacks on people and other animals. Stray pets get into trash containers, defecate in public areas or on private lawns, and frighten or anger people who have no understanding of their misery or needs. Some stray animals also scare away or kill birds and wildlife. A responsible community teaches children the true meaning of responsible pet ownership and love by making sure that all dog and cat pets are sterilized to prevent the birth of more homeless animals.

There is one more thing that you can do as a concerned citizen in your community: adopt a homeless pet. Adoptable pets at your local animal shelter make the best companions you can ever imagine and will likely bring much joy to your life.

WHEN SHOULD A PET BE SPAYED OR NEUTERED?

Pets can become capable of reproduction as early as 6 months of age. That is why pets should be spayed or neutered by age 6 months. Sterilization can safely be done before that age, as endorsed by the American Veterinary Medical Association. The chief veterinarian of the Humane Society of the United States recommends 4 months as ideal. Older pets can safely be sterilized as well. It should be emphasized that animal sterilization is a routine procedure and does not cause the pet pain or stress. Most pets recover from the procedure within a day. For more information about spaying and neutering pets you can visit the Human Society of the U.S. at: <http://www.hsus.org>.

Respectfully Submitted,
Loring Barrett Jr., Chief of Police



TOWN OF ASHBURNHAM EDUCATION



Ashburnham-Westminster Regional Public Schools

MCAS | Annual Report 2019

2019 DISTRICT MCAS ACHIEVEMENT LEVELS

ELA % at Each Achievement Level

Grade Level	Exceeding Expectations	Meeting Expectations	Partially Meeting Expectations	Not Meeting Expectations
Grade 3	6	53	37	4
Grade 4	2	38	55	5
Grade 5	2	47	47	5
Grade 6	8	40	44	8
Grade 7	11	49	33	7
Grade 8	9	52	34	6
Grade 10	11	61	26	2

MATH % at Each Achievement Level

Grade Level	Exceeding Expectations	Meeting Expectations	Partially Meeting Expectations	Not Meeting Expectations
Grade 3	8	43	43	6
Grade 4	4	37	52	6
Grade 5	1	51	44	4
Grade 6	4	51	40	5
Grade 7	9	52	33	5
Grade 8	6	43	46	5
Grade 10	20	55	22	3

SCIENCE TECHNOLOGY & ENGINEERING % at Each Achievement Level

Grade Level	Exceeding Expectations	Meeting Expectations	Partially Meeting Expectations	Not Meeting Expectations
Grade 5	5	37	53	5
Grade 8	10	49	37	4

	Advanced	Proficient	Needs Improvement	Warning/Failing
Grade 9 Biology	32	52	15	1



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | Strategic Learning Plan

ASHBURNHAM-WESTMINSTER 2021: A CONTINUOUS, STRATEGIC LEARNING PLAN

Mission		
In the Ashburnham Westminster Regional School District, we focus on doing what is best for students to meet their academic and social-emotional needs to thrive in a global society through: academically challenging curriculum; community and civic engagement; continuous, responsible use of all resources and evolving technology; high quality, ongoing, focused professional development for staff; real world applications; reflection for continuous improvement; research based and data driven instructional practices; resilient, solution-based mindsets; and student input and ownership.		
Vision		
The Ashburnham Westminster Regional School District prepares all students to be contributing citizens of local and global societies in an ever-changing world.		
EXCELLENCE AND INNOVATION IN TEACHING AND LEARNING		
Theory of Action		
If we set clear, high expectations for student learning; provide uniform curricula, instructional materials and lesson plans; and hold schools accountable for implementation, then students will be well prepared to be contributing citizens in an ever-changing world.		
Objective #1	Objective #2	Objective #3
Integrate STEAM initiatives into the current curriculum.	Increase the capacity of teachers to deliver high quality instruction, which challenges and engages all learners.	Support the use of data to improve student learning.
INFORMATION, MEDIA, AND TECHNOLOGY		
Theory of Action		
If we provide current and appropriate technology infrastructure, professional development, and instructional programs, then our students and staff will be able to navigate a rapidly changing, information rich, media-driven environment in a responsible, ethical, and safe manner.		
Objective #1	Objective #2	Objective #3
Keep technology infrastructure, software, and equipment current.	Create embedded technology professional development opportunities for staff.	Develop an instructional program to address social media safety and the ethical use of technology.
READINESS TO WELLNESS		
Theory of Action		
If the Ashburnham Westminster Regional School District develops and implements consistent readiness and wellness processes to address social/emotional, mental health, behavioral, and academic preparedness in a safe environment, then students will be available for learning thereby improving student performance.		
Objective #1	Objective #2	Objective #3
Develop and articulate consistent tiered systems of academic, social, emotional, and behavioral support throughout the district.	Align mental health services and wellness strategies across the district.	Provide a safe, supportive, and nurturing setting for all learners.



Ashburnham-Westminster Regional Public Schools

Student Enrollment | Annual Report 2019

SCHOOL ENROLLMENT INFORMATION

Breakdown of Pupil Enrollment (As of December 1, 2019)

Grade	Ashburnham	Westminster	School Choice	Total
PK	35	29		64
K	67	89	3	159
1	74	117	4	195
2	83	77	4	164
3	78	92	2	172
4	71	98	7	176
5	93	97	5	195
6	87	102	5	194
7	86	101	5	192
8	77	118	6	201
9	79	88	9	176
10	64	57	19	140
11	62	88	19	169
12	53	85	28	166
ACE	8	6	1	15
	1017	1244	117	2378

SCHOOL BUDGET

	FY18-19 Expense	FY19-20 Budget
1000 Administration	\$ 871,668	\$ 885,733
2000 Instruction	\$ 17,139,134	\$ 18,001,507
3000 Other School Services	\$ 2,986,114	\$ 3,084,923
4000 Operations and Maintenance	\$ 2,575,598	\$ 2,635,072
5000 Fixed Charges	\$ 4,564,946	\$ 4,903,223
6000 Community Services	\$ 8,000	\$ 8,000
7000 Acquisition of Fixed Assets	\$ 380,975	\$ 751,456
8000 Debt Retirement of Debt Services	\$ 764,390	\$ 740,790
9000 Programs with Other Systems	\$ 1,115,437	\$ 1,262,501
Total	\$ 30,406,262	\$ 32,273,205



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | Superintendent's Message

SUPERINTENDENT'S MESSAGE

Dear Citizens of Ashburnham and Westminster:

There is cause to celebrate and be proud of all that the Ashburnham-Westminster Regional School District accomplished in 2019. What has been achieved would not have been possible without our excellent educators, elected officials, our business partners, community members, and our parents/guardians. Your commitment and partnership in support of education is truly appreciated and on your behalf, I am pleased to present the District's annual report.

SUMMARY OF ACCOMPLISHMENTS:

- Reading specialists were added at our elementary schools to ensure that children who are struggling with reading receive additional instruction.
- IXL, a personalized learning program for providing instruction in mathematics, was expanded to the high school to improve student understanding of Algebra and Geometry.
- The Six Traits of Writing Framework was relaunched at the elementary and middle schools to provide students a common understanding for how to compose, revise, and assess all types of writing.
- The social studies lab at the high school was transformed into a digital learning space where students can use digital content and tools in their learning.
- The social and emotional programming of the District was expanded to elementary and middle school levels to provide a continuum of supports for our students.

SUPERINTENDENT OF SCHOOLS OFFICE

11 Oakmont Drive, Ashburnham, MA 01430

Telephone: (978) 827-1434

OAKMONT REGIONAL HIGH SCHOOL

9 Oakmont Drive, Ashburnham, MA 01430

Telephone: (978) 827-5907

OVERLOOK MIDDLE SCHOOL

10 Oakmont Drive, Ashburnham, MA 01430

Telephone: (978) 827-1425

J.R. BRIGGS ELEMENTARY SCHOOL

96 Williams Road, Ashburnham, MA 01430

Telephone: (978) 827-5750

MEETINGHOUSE ELEMENTARY SCHOOL

8 South Street, Westminster, MA 01473

Telephone: (978) 874-0163

WESTMINSTER ELEMENTARY SCHOOL

9 Academy Hill Road, Westminster, MA 01473

Telephone: (978) 874-2043



- Oakmont Regional High School was declared a Special Olympics Champion School and was honored as one of only 16 schools to receive national banner recognition from the Special Olympics of Massachusetts for its efforts to provide inclusive sports and activities for students with and without disabilities.
- The Ashburnham Westminster Regional School District was awarded \$59,604.93 in state funding from the Safer Schools and Communities "Local Equipment and Technology" Grant for security at Overlook.
- The turf was replaced on the Arthur I Hurd Memorial Athletic Field and track, creating state of the art athletic facilities that ensure the safety of athletes.
- The field hockey team made it to the Central Mass. Division 2 finals and the Oakmont football team competed in the Central Mass Division 5 Championship.
- A Director of Human Resources was added to the District Administration staff to supervise and provide consultation on strategic staffing plans, compensation, benefits, training and development, budget, and labor relations.

In closing, it has been a pleasure and honor to be a part of the Ashburnham-Westminster school community. On behalf of our students and staff, I thank the citizens of Ashburnham and Westminster for their continued support of quality education and for the opportunity to serve you as the Interim Superintendent this year.

Sincerely, Sandra Rehler,
Interim Superintendent of Schools

AWRSD SCHOOL COMMITTEE MEMBERS

ASHBURNHAM

Christine Eddy	Term Expires April 2020
B. Ellen Holmes	Term Expires April 2020
Kyle Johnson	Term Expires April 2022
Winifred Kender, Vice Chair	Term Expires April 2021
Jennifer Storm	Term Expires April 2022

WESTMINSTER

R. William Ewing, Chair	Term Expires April 2021
Janet Smith	Term Expires April 2022
Justin Sparks, Secretary	Term Expires April 2020
Andrew Storm	Term Expires April 2022
Bridget Tucker	Term Expires April 2020

DISTRICT ADMINISTRATION

Sandra Rehler	Interim Superintendent of Schools
Julie Surprenant	Director of Finance
Rachel Rosenfeld	Director of Human Resources
Eric Dehays	Director of Technology
Kristina Bogosh	Interim Director of Curriculum
Randall Palmer	Acting Director of Pupil Services
Eric Dawley	Director of Athletics

Ashburnham-Westminster Regional Public Schools

Oakmont Regional High | Annual Report 2019



OAKMONT REGIONAL HIGH SCHOOL

Oakmont Regional High School is a public high school with a strong core academic program, as well as excellent elective opportunities in art, music, tech engineering, foreign language, health and fitness and business. We are dedicated to serve the needs of all of our students to prepare them for whatever they choose to do after graduation. We have a tremendously dedicated and professional faculty and staff. Our students and parents are committed to success and have made academic growth a priority. Our community is supportive. The school's Core Values are Communication, Self-Direction, Problem Solving, Responsibility, and Respect. The students also chose Four Pillars: Creativity, Motivation, Determination and Pride, which support the mission of our school on the foundation of our Core Values.



Congresswoman Lori Trahan addressed Oakmont students in March.

We restructured our administrative team at Oakmont. The dean of students, primarily responsible for student attendance and discipline, was a part time administrative position. That was changed to a full time assistant principal position. Additional responsibilities include grade and transcript management (formally the responsibility of the eliminated registrar's position) and teacher supervision and evaluation, shared with the principal and the other assistant principal. Katie Miville transitioned from the dean's position to assistant principal. Kristina Bogosh moved to the central office as interim district curriculum coordinator to replace Sandra Rehler, who was appointed interim superintendent. Brittany Smeltekop, formerly a special education teacher, was appointed interim assistant principal to replace Ms. Bogosh.

We welcomed four new teachers at the beginning of the school year, three of whom are Oakmont alumni: Katie Becotte '15 (Special Education), Peter Jones '15 (Technology Engineering), Sadie Zbikowski '13 (Business Education), and Karissa Tammaro (Math). We also welcomed two other Oakmont alumni, Karlene Cudak '15 (Spanish) and Alicia Ferrick '17 (Special Education), and Chad Hapshe as midyear replacements for unforeseen vacancies.



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | Oakmont Regional High



One of the most significant changes this year was the elimination of class rank, which we had used to determine class valedictorian and salutatorian. We are joining many schools in our area and across the state in this decision. There were many unintended consequences of class rank which included unhealthy competition among students leading to students selecting certain classes based on rank implications instead of their interests. We also noted that students were focused more on grades rather than the learning process, which can have negative impacts on higher education success. Finally, class rank benefits those students with intellectual strengths and unfairly punishes those students who have learning differences. It is important to note that we took the college admissions process into consideration during our deliberation of eliminating class rank, and learned that eliminating rank had no impact on admissions decisions.

Some of our faculty members were recognized at the national, state and local level for excellence in education. Brittany Smeltekop, Tim Caouette, Eric Dawley and Katrina Bogaard, were recipients of local RISE Awards for their work with special needs students. Leanne Roy was the recipient of the Oakmont Faculty's Excellence in Education Award.

Once again our students did very well on the 2019 MCAS. State reporting of MCAS has changed slightly. Achievement categories of "Advanced" and "Proficient" have been replaced with designations of "Exceeding Expectations" and "Meeting Expectations" (with exception of Biology.) Our



MCAS results were once again well above state averages, with 72% Exceeding or Meeting Expectations in ELA (State Average: 61%), 75% in Math (state average: 59%), and 84% scored Advanced and Proficient in Biology (State Average: 74%)

Even though our test results are above state averages, we are always looking for ways to improve instruction. Oakmont teachers joined the other teachers in the school district in updating our curriculum utilizing a new software program to better organize and standardize each content area's curriculum, instruction and assessments. Our teachers are participating in professional development about how the adolescent brain develops and how to better use instructional strategies to make use of that information to increase student learning. Topics include recent brain research, mindsets, neuroplasticity and goal setting. We conducted a flex block trial, a time during the school day where students were able to choose various activities to specifically address an individual academic or social emotional need. There has been an increase in the number of students adversely affected by social emotional issues, stress, and anxiety, and we have seen an increase of students experiencing academic difficulties. Our goal is to design an intervention program that will benefit all types of students in our school.

The Summer Literacy program addressed the growing political divides in the United States. Students read two essays, watched YouTube videos, and listened to podcasts about polarization, civil discourse, and confirmation bias. This was followed up with classroom and school-wide



Ashburnham-Westminster Regional Public Schools

Oakmont Regional High | Annual Report 2019

activities designed to build community and promote discourse in a non-partisan way about the political climate of the country.

Oakmont was the recipient of the Special Olympics “National Unified Champion School Banner” for meeting and achieving national standards of excellence in the areas of inclusion, advocacy and respect. The athletes, partners, students, coaches, volunteers, teachers, staff and administration at Oakmont Regional have all played key roles in creating a social climate where everyone feels included and respected for who they are. We are proud of our Unified Basketball and Track Teams and all the students and staff who came out to support them during their games and meets. The positive impact of these teams was immense. Our Friends Club of 80+ active students reflects the supportive culture of our school and students.

Our students also excelled in co-curricular activities. Numerous students were recognized for excellence in the Visual and Performing Arts at various art shows, music competitions and the annual TAMY awards for high school musicals. The 71 member marching band placed second and scored a season high 94.4 at the New England Scholastic Band Association Fall Championships. The Oakmont Jazz band received a Silver Medal at the Massachusetts Association for Jazz Education district festival in March, and a Platinum Medal at the Great East Festival in May. The Concert Band, Concert Choir, and Select Choir all received Gold Medals at the Great East Festival in May. Our Winter Ensembles (Percussion and Guard) continue to succeed in the NESBA Winter Competition circuit. Both ensembles have achieved high placements and been acknowledged for their hard work.

The 2019 drama production, *Evita*, was well attended and the performance consisted of a number of dedicated students. Our Student Council was awarded the Gold Council of Excellence by the MASC. The Youth Venture program, in cooperation with MWCC, flourished. There are currently 10 active teams. The APUSH for Peace team was recognized with the “Emerging Leaders Award.” We host an annual VEX Robotics competition, won by our students, with over 30 teams competing,

Our athletic teams and athletes continued Oakmont’s tradition of excellence. The Varsity Football and Girls Soccer Teams were recipients of their sport’s respective Sportsmanship Awards. Last winter, the Girls Basketball

team were undefeated League Champions and advanced to the District Finals. Senior hoopster Kylie Lison scored her 1000th career point, ending her high school career with 1179 points. In the spring, both Softball and Baseball teams qualified for the District Tournament. In the fall, our Golf Team won League and District Championships, and qualified for the State Tournament. Boys Cross Country were league champions. The Football Team defeated Lunenburg on Thanksgiving, renewing the rivalry that was last played on Turkey Day in 1979, they were also co-league champions and advanced to the Central Massachusetts Finals. The Field Hockey Team qualified for the District Tournament.

We are extremely proud of our students and their accomplishments in and out of the classroom. They are clearly a reflection of their parents and community, with the help and support of the professional faculty and staff at Oakmont.

Oakmont Regional High School publishes a monthly newsletter. To keep up with the current achievements and events involving Oakmont students go to <https://www.awrdsd.org/oak/news/>.

We also maintain Facebook (<https://www.facebook.com/Oakmont-Regional-High-School-1659966270884549/>), Twitter (@OakmontRegional) and Instagram (oakmont-rhs) pages to better communicate with our students, parents and community. The student newspaper is published on-line at <https://oakmonitoronline.com/> and OTV can be accessed on Comcast Channel 9 each morning around 9 am.

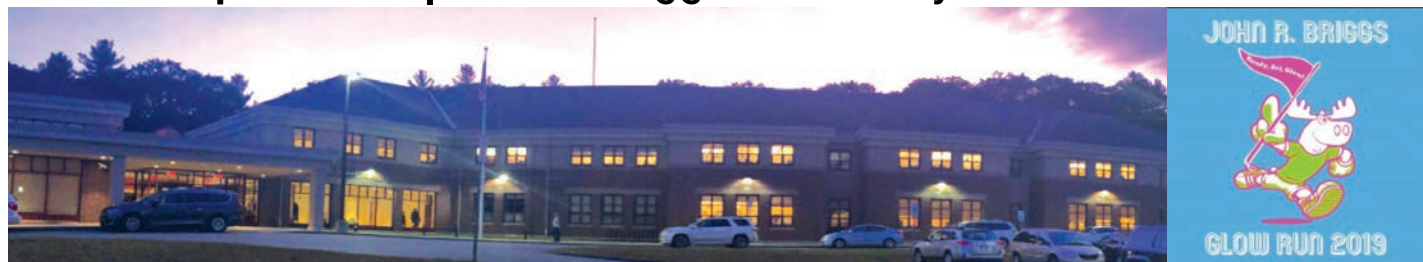
Respectfully submitted,

David Uminski, Principal



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | John R. Briggs Elementary



As we enter a new decade, John R. Briggs Elementary School has continued to work hard to integrate solid academic instruction with new technology and hands-on activities. We have worked hard to allow folks a glimpse into our everyday activities with our growing social media presence. It is great to see the staff and student interaction in our steady and manageable class sizes, which on January 24th are as follows:

Grade	Classroom Teachers	Students
Preschool	2 Educators	71 Students
Kindergarten	4 Educators	77 Students
1st Grade	4 Educators	83 Students
2nd Grade	4 Educators	82 Students
3rd Grade	4 Educators	82 Students
4th Grade	4 Educators	74 Students
5th Grade	4 Educators	94 Students

NEW FACES

At JRB, we have been lucky enough to find some great additions to our professional staff for the 2019-2020 school year. Mrs. Megan Crewe has been a new edition to our special education teaching team. She has an extensive background working with a variety of student needs and has shown unbelievable skills so far this year. In addition, Ms. Lauren Denio has been added to our 5th-Grade team. She steps in after Mr. Mark Theriault answered the call to become the Overlook Middle School Physical Education Teacher. Ms. Denio has provided a creative, choice centered look at reading. Her students have the chance to use flexible seating, group work, and technology to enhance their reading skills.



SCHOOL/COMMUNITY EVENTS

The connection between JRB and the community around us gets stronger each year. This school year we have been lucky enough to continue our annual event promoting Family and Fitness: Ready, Set, Glow! Hundreds of families came to JRB on the September night to walk, dance, and just have fun together. The proceeds from the event's registration and raffles go directly to our efforts to create an adaptive playground for all students.

Our student council helps us organize other ways to keep us together as a school community. They plan and produce many events throughout the school year.

INTERNATIONAL DOT DAY

"A global celebration of creativity, courage, and collaboration." This day was created to celebrate what is unique about you. The school community also wore polka dots in many fashions to show their support.

THE VETERAN'S LUNCH

Students were able to invite related veterans in for lunch with their own grade level. Students were able to read thank you letters to many of the veterans during this lunch as well.

THE TURKEY TROT FOOD DRIVE

We were able to donate over 900 non-perishable items to our local food pantry through student contributions during the Thanksgiving season.



Photo by Laura Knight Kirkpatrick

Ashburnham-Westminster Regional Public Schools

John R. Briggs Elementary | Annual Report 2019

DOOR DECORATING CELEBRATION

To raise the holiday spirit, staff and students participated in a door decorating celebration. Winning doors were chosen by a variety of secret judges.

READ ACROSS AMERICA WEEK

JRB takes on a whole new persona during this week. We have daily themes to encourage reading and a variety of guest readers that visit classrooms to share in the fun of reading.

MEMORIAL DAY ASSEMBLY

In May our Student Council and some local veterans were able to share in the school-wide Memorial Day Assembly. Students were able to learn about why we remember this day and how to honor those that have fallen.

PTA

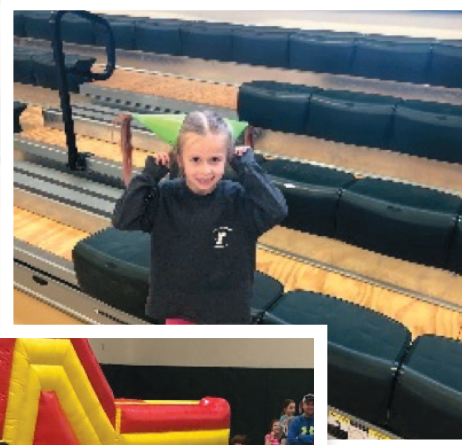
Our Parent-Teacher Association has continued to make lasting memories for our students. Throughout the year they offer a variety of events at the school like Game Night, The Snowflake Dance, Book Bongo Night, and much more. They also help each grade level (and specials class) if needed with mini-grants that provide financial help for trips or special events.

SCHOOL COUNCIL

The school council at JRB meets once a month during the school year. The group has been a key cog in revising the school improvement plan, plus they offer opinions on events and schedule changes from parent, staff, and community points of view.

STOMP OUT BULLYING PUZZLE/UNITY DAY

Students and staff in each classroom signed a large puzzle piece to represent how each of them is a part of the answer to bullying. The puzzle was assembled in the hallway for many to see. Students also wore orange to show their support for Stomping Out Bullying.



THANK YOU

This past year has been a great year of growth here at JRB, and the community's support has been just as great. It is our pleasure to share all of our staff and student accomplishment with you as often as possible.

Respectfully submitted,

Nat North, Principal

Jennifer Lilley, Assistant Principal



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | Overlook Middle School

OVERLOOK MIDDLE SCHOOL

The staff at Overlook Middle School strives to provide a well-rounded educational experience to all students that attend. Along with providing a clearly articulated and challenging academic curriculum, the school also incorporates a robust co-curricular program. Strong athletics, band, chorus, and drama programs are coupled with a wide array of clubs, giving projects, and school-wide activities. This complete package allows students exposure to programming that will not only help them to be great students, but also great citizens.

Academically, students are exposed to curriculum that is clearly aligned with the Massachusetts State Frameworks. This curriculum is infused with a project based approach aimed at allowing students access to lessons that require them to put the concepts that they have learned into practice. Grade level curriculum also includes a focus on social emotional learning which requires them to explicitly be taught skills that will be necessary to make them college and career ready. Arching across all academic areas is the general topic of wellness for life. By requiring students to participate in instruction that helps to prepare them for entry into the real world, it is our hope that our students will be prepared to take on any challenges that they are presented with in the future.

This year, Overlook welcomes several new staff members to our family. Brittany Gauvin has been hired as a special education teacher. Erica Blackwood has been hired as our speech and language pathologist. Emily Long joins us as our new art teacher. Marc Theriault has also joined our enrichment team as a physical education teacher as a transfer from J.R.

Briggs Elementary School. Ken Jepson has transferred to Overlook as a math teacher from Oakmont Regional High School. Caitlin Burke has joined our guidance team as a school counselor. Becky Dupuis, Meaghan Thompson, Kaitlin Vallera and Melody Fortier have been hired as paraprofessionals. These new staff members join a highly qualified group of veteran educators that are dedi-

cated to the academic and social growth of all of our students.

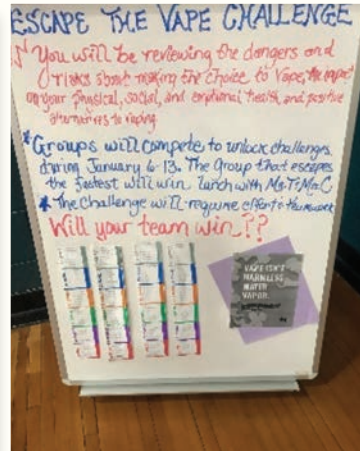
In an effort to communicate effectively with our school community, we have developed a system that combines social media, school newsletters, email, and contact with the media to let you all know what is happening in our school. You can access our tweets through the user name of @Overlook Eagles. You can find us on Instagram at Overlook eagles. Our school's newsletter is called the Wingspan and is sent out on a monthly basis through email, and can be found on the school's website.

The Wingspan includes

school-wide activities, administrative updates, and student resources. We are also routinely featured in articles within the local newspapers.

As always, we strongly encourage feedback about our performance. The phone number for the school is 978-827-1425 and the office hours are from 7 a.m. to 3 p.m., Monday through Friday. Interested persons may also find information about the school <http://oms.awrsd.org/>. A feedback tab has also been added to the website if that is a preferable method for sharing with us.

Respectfully submitted,
Phil Saisa, Principal



Ashburnham-Westminster Regional Public Schools

Annual School Health Services | Annual Report 2019

ANNUAL SCHOOL HEALTH SERVICES

The AWRSD School Health offices continue to grow in numbers of visits and responsibilities. These offices are the sites where primary nursing care as well as prevention and early intervention of health problems are provided to students in Preschool through Grade 12 as well as the OHS post graduate program and staff in all schools.

The policies and regulations of the Massachusetts Department of Public Health School Health are the guidelines which all school nurses abide by. Mandated Screenings are done on an annual basis for all students in Grades K- 9. These screenings include Vision Grades K-5, 7 and 9, Stereopsis K - 3, Hearing Grades K-3, 7 and 9, Postural Grades 5-9, Height/Weight/BMI Grades 1, 4, 7, and 10, and SBIRT (Screening Brief Unit Intervention Referral to Treatment) to one Middle School grade and one High School grade. Total Screenings done within the district were 2236. Children who did not meet the minimum requirements mandated by the state for vision, hearing and postural screenings were referred to their primary care physician for further evaluation. Information was provided to parents of those students who were without health insurance as every child in the state of Massachusetts can receive health insurance.

In the fall, influenza vaccines were administered to both adults and children at two flu vaccine clinics hosted by the district in conjunction with the Nashoba Board of Health and the Westminster Board of Health. The school nurses volunteered their time at these clinics.

We remained partners with DPH closely as a recipient of grant funding under the Essential School Health Services Grant (ESHS) until June 2019. This grant required the position of a nursing coordinator who oversaw the frameworks of this grant. Pediatric asthma surveys and immunization surveys (grades preK, K and 7) were done and submitted to the state. In addition, monthly activity reports and yearly status reports were submitted to DPH. We participated in yearly continuous quality improvement projects as determined by DPH.

Dental hygienists from the Nashoba Board of Health and the Polished, LLC program provided dental screenings, cleanings and fluoride treatments to our students throughout the school year. These visits are coordinated by the school nurses.

Both Oakmont High School and Overlook Middle school nurses implemented the MASBIRT (Massachusetts

Screening, Brief Intervention and Referral to Treatment) program to grade 7 and 9 as a requirement by the Department of Public Health.

This screening is used to determine if students are involved in any health-risk behaviors and helps provide referrals to those who are identified as engaging in these behaviors. The results of the SBIRT screening revealed that 6.98% of grade 9 students reported engaging in health risk behaviors, an increase from 2.2% the prior year. Three students were referred to the Making Changes program held at OHS. SBIRT was also implemented to the 7th grade students, and 5% of students reported engaging in health risk behaviors. No OMS students were referred for treatment.

The Oakmont school nurse received her Master of Science in Nursing in January of 2019. Health classes were taught on the dangers of vaping and she wrote an article for parents with information on the vaping epidemic. She also created a PowerPoint presentation on vaping hazards which was distributed to schools in the area on request.

The Overlook Middle School nurse attended the Washington DC trip with students in grade 8 as the nurse onsite in May. She coordinated a yoga program for staff after school in the winter for stress reduction. She also produced an informational pamphlet about vaping for parents both at Overlook Middle School and Oakmont High School.

The J R Briggs Elementary nurse, in addition to providing primary care in a very busy office to students in Preschool through Grade Five, also assisted in classroom teaching lessons about Oral Health and other health and hygiene related topics.

The Westminster Elementary and Meetinghouse School nurses taught an "Expectations" class in the fall for each grade rotating with administration and guidance. The Westminster Elementary Nurse attended the Nature's Classroom in May of 2019, she was responsible for 24 hour care of the 5th grade class along with teachers and chaperones.

A new nurse/nurse manager at Meetinghouse School was hired in August of 2019. The department no longer has the ESHS grant which allocated funds for a full-time float nurse within the district.



Ashburnham-Westminster Regional Public Schools

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The new nurse spent the latter part of the year building a float pool and implemented an emergency coverage plan in cases where coverage could not be provided to a school in the district to increase safety throughout the district. The nursing department is the recipient of the CSHS grant which provides supplies, personal development and trainings in the amount of \$5,000.

Fitchburg State University nursing students participated in their community health rotation in 3 school nurse offices during the fall semester. They were involved in direct student clinical care and classroom health lessons such as hygiene, stress reduction techniques, designed brochures for the high school and a “My Plate” presentation under the supervision of each school nurse.

All of the district nurses promoted various health education awareness to students. Such presentations including expectations for health visits to the nurse, health and hygiene, annual allergy/Epi-Pen training & universal precautions. CPR and First Aid was also taught in the spring of 2019.

The nurses are all members of the Massachusetts School Nurse Organization (MSNO), the National Association of School Nurses (NASN) and are certified with the Department of Elementary and Secondary Education (DESE). Three district nurses are certified through the National Board for Certification of School Nurses. The nurses participated in continuing education offerings that these organizations offer as well as in clinical programs offered by the Northeastern University School Health Academy, Boston University School Health Institute of Educational Learning, and the Department of Public Health. The nurses are members of the district's School Health Advisory Committee (SHAC) that is a Massachusetts legislative requirement. This committee is chaired by the Nurse Manager. The committee met quarterly to discuss health concerns/issues as well as to promote health and physical education in all grades. The hiring of a new nurse and nurse manager was a major topic in the spring. During the fall, discussions were started on a new DPH initiative to survey and increase the amount of students who have a safe person to talk to within the district for both social and emotional well-being. Food allergies and procedures were also discussed, and a streamlined approach to maintain safety regarding food and allergies within the district was initiated.

Students at Meetinghouse, Westminster and Overlook participated in the annual Massachusetts Walk to School Day in May and October. Students and staff at Oakmont and JRB participated in the walk in October. The schools nurses are all involved in the planning and implementation of these events in coordination with the Massachusetts Safe Routes to Schools program and the Westminster and Ashburnham Police and Fire Departments.

Oakmont, Overlook, JRBriggs and Westminster all have 2 AEDs (Automatic External Defibrillators) in their buildings and Meetinghouse School has 1 AED. These are all checked daily and maintained by the school nurses.

Dr. Lisa Rembetsy-Brown continues to serve as our school physician and consultant.

Services provided to students totaled 23,286. These numbers indicate when students were seen for illness or injury assessment and care, mental health and behavioral issues, and procedures. This number also includes all the students who have both daily and as needed medications administered by the school nurses. All student and staff visits include a significant degree of health-related teaching. Skilled nursing assessment is performed by all of the district nurses, including treatment and case management of illnesses and injuries. This skilled nursing care resulted in over 95% of students returned to the classroom for academic participation. This is above the 92% recommended by the DPH/DESE.

Several of the district nurses also coordinated giving projects providing help to those in each community who needed food, heat, clothing, glasses, Thanksgiving dinner and Christmas gifts in coordination with the Town Hall and other residents of the Westminster Community.

All of the AWRSD school nurses look forward to maintaining and promoting the health and well-being of the students in their schools.

Respectfully submitted,
Ally Law, BSN, RN Nurse Manager
Meetinghouse School
Susan Lofquist MSN, RN, NCSN
Oakmont High School
Nancy Taylor BSN, RN, NCSN
Overlook Middle School
Jane Flis BSN, RN, NCSN
John R Briggs Elementary School
Jessica Heffernan BSN, RN
Westminster Elementary School



Ashburnham-Westminster Regional Public Schools

Digital Learning | Annual Report 2019

DIGITAL LEARNING

In their second year, Digital Learning Coaches Katrina Sinclair and Tiffany Davis continued to work with teachers and students on integrating the Massachusetts Digital Literacy and Computer Science (DLCS) Standards into the core curriculum.

DIGITAL PORTFOLIOS

More first- and second-grade teachers are using the Seesaw digital portfolio App to analyze and share students' work. Students use built-in annotation tools such as draw+record and video to capture what they know, how to work out a math problem or read a story. Families sign on from home to see their child's work and leave comments. The app gives teachers and families new insights into students' strategies and thinking, allowing them to provide more targeted support.

Overlook Middle School students in Jill Orcutt's seventh-grade social studies classes created Google Sites to upload academic artifacts. Students placed an emphasis on uploading exemplars in all core academic areas and were encouraged to add extra-curricular activities, hobbies, and other outside interests as well.

STUDENT-CREATED WEBSITES

At Oakmont, Dana Altobelli and James Ethier's classes created websites where they uploaded information in various formats. Students were responsible for adding YouTube videos, text documents, pdf files, and audio tracks. Website design and characteristics of well-planned pages were taught alongside their content-based lesson.

GOOGLE APPS FOR EDUCATION

Exposing students to applications used in the world of work, such as word processing, spreadsheet, and presentation tools is a key goal of the new DLCS standards. Students in grades 3-12 regularly use Google Apps for Education. For example, all third-grade students complete writing assignments in Google Docs, using the built-in spelling and grammar check, a Chrome extension called Read&Write, and an online dictionary to edit and revise their work. Fourth-grade students at Briggs collect, analyze and graph data on pollinators in Google Sheets, while fourth-grade students at Westminster Elementary document their Rube Goldberg machines with Google Slides. Middle school students used Google Slides to

work collaboratively with a group of peers. Science classes at Overlook were introduced to Google Sheets and the various types of data analysis that can be done via formulas and graphs. High school students used Google Docs to peer edit in English classes and other classes created professional resumes for their upcoming employment opportunities.

PADCASTER

Students throughout the district were empowered to create dynamic green screen videos using iPads with the Padcaster Studio. The Padcaster is a sturdy, versatile tripod with microphone attachments, a teleprompter and components for outdoor recording. Students in the sixth-grade Health and Fitness classes at Overlook created their own videos highlighting the dangers of vaping. The Padcaster allowed for steady video, clearer sound, and an overall more professional product. A special thanks to the Ashburnham Westminster Foundation for Academic Excellence for funding this grant proposal from the AWRSD Digital Learning Coaches.

PHYSICAL COMPUTING

With microprocessors like the micro:bit and Makey Makey, fifth-grade students at Briggs Elementary solved problems they observed in the school's science garden and nature trail. Students designed and created light-up trail markers to keep hikers from getting lost in the woods, and a musical bridge to help visitors safely cross a drainage ditch.

ROBOTICS

Thanks to a grant from the Ashburnham Westminster Foundation for Academic Excellence, K-8 students have been exploring geometry through robotics. The robot can draw lines and shapes by raising and lowering a marker. Younger students program the robot to draw basic two-dimensional shapes while older students create more complex drawings that require measuring angles, analyzing and generating patterns, and navigating grid coordinate systems.

Respectfully submitted,
Katrina Sinclair and Tiffany Davis,
Digital Learning Coaches



Ashburnham-Westminster Regional Public Schools

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EMPLOYEE NAME	JOB TITLE	GROSS WAGES	EMPLOYEE NAME	JOB TITLE	GROSS WAGES
Bradway, Seth A	Ext Day	\$1,394.25	Coutu, Joshua Michael	Teacher	\$50,148.00
Brasili, Trina A	Substitute	\$1,383.81	Couture, Jaclyn M	Teacher	\$79,529.00
Bray, Meghan M	Paraprofessional	\$14,209.13	Coyne, Erin	Guidance Counselor	\$50,853.00
Brennan, Kathleen A	Special Ed Teacher	\$58,939.00	Craigien-Blood, Becky A	Café	\$5,197.90
Brennan, Rachel L	Ext Day	\$3,152.35	Creonte, Olivia Cecile	Teacher	\$47,732.00
Brillon, Mark K	Ext Day	\$38,879.47	Cringan, Cynthia L	Teacher	\$76,105.00
Broгна, Rebecca	Teacher	\$68,940.00	Croteau, Peter	Substitute	\$13,091.88
Brown, Brenda L	Paraprofessional	\$24,564.00	Croteau, Rhonda	Café	\$5,886.42
Brown, Kimberly T	Substitute	\$1,390.95	Crowley, Donna M	Teacher	\$90,756.00
Brown, Megan E	Ext Day	\$1,512.50	Cucchiara, Craig Raymond	Teacher	\$66,644.00
Brown, Stacie Rene	Teacher	\$86,848.00	Cummings, Judith Ann	Teacher	\$76,105.00
Bubnowicz, Kimberly A	Speech Therapist	\$76,105.00	Cunningham, John M	Custodian	\$46,349.52
Burke, Kristin Marie	Teacher	\$79,908.00	Dabney, Brenda Joyce	Teacher	\$71,768.00
Caisse, Richard A	Custodian	\$20,956.81	Daigle, Jessica	Teacher	\$58,939.00
Caldwell, Renee	Teacher	\$65,618.00	Davis, Nancy E	Paraprofessional	\$26,276.00
Calvano, Nicholas A	Summer Custodian	\$2,288.00	Davis, Tiffany Grace	Teacher	\$86,848.00
Campagna, Beth J	Teacher	\$67,944.00	Davolio, Diane Roumbakis	Teacher	\$38,976.50
Caouette, Timothy R	Teacher	\$65,019.00	Dawley, Eric G	Teacher	\$77,953.00
Caouette, Timothy R	Coach	\$8,613.00	Dawley, Eric G	Athletic Director	\$15,973.00
Capone, Leslie Ann	Paraprofessional	\$25,414.00	Dawley, Eric G	Coach	\$5,690.00
Carbone, Timothy J	Substitute	\$1,947.00	De Cola, Kelley Ann	Special Ed Teacher	\$53,427.00
Carey, Ina A	Adm Asst	\$17,750.42	Deangelis, Nicole M	Ext Day	\$25,848.96
Cariglia, Anne E	Teacher	\$68,310.00	Deaver-Whittier, Regina A	Special Ed Teacher	\$76,105.00
Caron, Kenneth W	Treasurer	\$10,500.00	Dehays, Eric M	Tech. Coordinator	\$81,600.00
Casey, Sarah E	Paraprofessional	\$13,528.52	Dejoy, Justin A	Stipend	\$500.00
Champa, Rachel J	English	\$50,148.00	Demarco, Derek M	Paraprofessional	\$29,856.00
Chapman, Marissa S	Substitute	\$913.00	Demarco, Maryann	School & Guidance Secy	\$42,033.60
Chartrand, Michael	Coach	\$3,600.00	Dembek, Jamie Lee	Early Childhood Teacher	\$66,644.00
Checheta, Benjamin Alan	Teacher	\$53,427.00	Demers, Michael Lynn	Substitute	\$6,951.56
Childress, Jill Berglind	Speech Therapist	\$52,015.00	Demoura, Kris Samuel	Teacher	\$76,105.00
Ciras, Thaddeus	Substitute	\$4,081.00	Deneen, Daniel F	Asst. Principal	\$55,165.96
Clabaugh, Elizabeth J	Teacher	\$79,908.00	Derby, Veronica L	Café	\$523.13
Clark, Victoria	Lpn/Bus Monitor	\$12,496.50	Desbois, David J	Custodian	\$20,008.68
Clinton, Madeline	Custodian	\$46,574.22	Descarreaux, Kevin N	Coach	\$4,191.00
Cohen, Barbara	Special Ed Teacher	\$71,768.00	Desmond, Steven F	Custodian	\$44,616.41
Collette, Rita W	Computer Tech	\$45,000.00	Dewhurst, Alexander	Teacher	\$45,432.00
Collins, Jennifer Janet	Teacher	\$71,768.00	Dewick, Amanda N	Ext Day	\$10,404.03
Comeau, Carlene M	Paraprofessional	\$33,250.00	Dewick, Amanda N	Recess Aide	\$2,838.00
Connell, Walter Zigmund	Special Ed Teacher	\$58,939.00	Dewick, Karen S	Extended Day Staff	\$5,406.59
Connolly, Karen Marie	Paraprofessional	\$34,151.00	Diamond, Nicholas J	Custodian	\$35,090.92
Constantine, Melissa M	Paraprofessional	\$6,169.58	Divoll, Shannon T	Paraprofessional	\$19,965.00
Contois, Colby D	Custodian	\$48,569.76	Dolan, Kimberley A	Adm Asst	\$39,454.40
Contois, Steven D	Head Custodian	\$72,504.92	Donahue, Amanda Gail	Paraprofessional	\$845.62
Cook, Lisa J	Substitute	\$43,074.64	Douglas, David E	Paraprofessional	\$23,545.00
Corliss, Ashley	Teacher	\$46,567.00	Douglas, David E	Coach	\$3,796.00
Cormier, Brenda A	Coach	\$5,002.00	Douglas, Timothy Mark	Teacher	\$77,192.00
Cormier, Kimberly Ann	Teacher	\$83,108.00	Douglas, Timothy Mark	Coach	\$11,141.00
Cormier, Philip J	Substitute	\$1,196.78	Drake, Sue Allison	Teacher	\$73,169.00
Correia, Jean Diane	Teacher	\$79,908.00	Driscoll, Jason	Substitute	\$598.39
Courtemanche, Lynne Mary	Teacher	\$79,908.00	Driscoll, Timothy S	Custodian	\$49,447.62
			Dubovick, Amy L	Guidance Counselor	\$90,756.00
			Duffy, Beth	Teacher	\$25,426.50
			Dufour, Daniel James	Teacher	\$70,018.00
			Dufour, Daniel James	Coach	\$11,244.00
			Duncan, Brett Michael	Teacher	\$83,498.00



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EMPLOYEE NAME	JOB TITLE	GROSS WAGES	EMPLOYEE NAME	JOB TITLE	GROSS WAGES
Duncan, Sarah Katherine	Teacher	\$73,169.00	Graves, Emily	Ext Day	\$1,966.70
Duteau, Michael R	Coach	\$7,161.00	Graves, Michael	Ext Day	\$5,479.78
Egan, Mary A	Paraprofessional	\$34,606.00	Griffin, Shirley Libby	Teacher	\$7,200.00
Erickson, Diane Kay	Substitute	\$1,008.45	Hachey, Lauren M	Paraprofessional	\$23,247.00
Erickson, Jeanne E	Grant Acct/Personnel	\$49,134.40	Haddad, Melissa Anne	Special Ed Teacher	\$61,591.00
Ethier, James David	Teacher	\$47,732.00	Hamel, Beth A	Café	\$8,129.91
Ewell, Robin L	Guidance Counselor	\$86,848.00	Hamilton, Mya K	Ext Day	\$6,126.76
Ewing, Claudia L	Paraprofessional	\$25,414.00	Hanks, Thea	Café	\$14,801.11
Farley, Louise Karen	Paraprofessional	\$24,564.00	Hansen, Kelly A	Paraprofessional	\$27,967.25
Feeley, Jodi E	Recess Aide	\$6,280.00	Harmon, Zachary T	Ext Day	\$11,408.98
Ferrara, Destinee	Ext Day	\$921.25	Harrison, Jana Elizabeth	Early Childhood Coord	\$79,529.00
Field, Brittany Anne	Teacher	\$45,432.00	Haschig, Katherine	Substitute	\$825.00
Finnegan, Patricia	Paraprofessional	\$21,585.00	Haschig, Lee Ellen	Aba - Star Aide	\$35,059.00
Fisher, Joann	Substitute	\$1,770.00	Hatch, Tori L	Ext Day	\$4,998.03
Fitzgerald, Edward David	In House Supervisor	\$37,149.00	Hazel, Megan	Recess Aide	\$6,655.29
Fitzgerald, Edward David	Coach	\$3,975.00	Hecker, Alexandra B	Ext Day	\$5,457.91
Flaherty, Meaghan A	Sped Aide	\$21,585.00	Heffernan, Jessica Anne	School Nurse	\$55,321.00
Flanagan, Sheri Catherine	Substitute	\$8,770.84	Hicks, Emily L	Paraprofessional	\$29,002.00
Fleck, Debra Ann	Early Childhood Teacher	\$79,908.00	Higgins, Carol A	Café	\$17,615.28
Flis, Jane	School Nurse	\$61,028.00	Higgins, Wendy	Adm Asst	\$42,844.80
Fluet, Tracy M	Teacher	\$58,939.00	Hildreth, Lauren	Ext Day	\$36,285.57
Fortier, James R	Stipend	\$2,750.00	Hill, Gia	Ext Day	\$1,441.00
Fortier, Melody R	Paraprofessional	\$27,675.48	Hill, Rachel C	Ext Day	\$9,202.93
Foss, William	Special Ed Teacher	\$61,922.00	Hirons, Karsa Monique	Special Ed Teacher	\$60,412.00
Foster, Elizabeth M	Teacher	\$90,756.00	Holman, Taryn Elizabeth	Guidance Counselor	\$59,482.00
Fowke, Sandra T	Teacher	\$60,412.00	Holmes, Kathleen M	Substitute	\$3,038.06
Fox, Lisa	Substitute	\$3,569.50	Holt Breen, Natalie Shea	Teacher	\$55,321.00
Francis, Caitlin	Teacher	\$66,644.00	Horgan, Ann McNally	Special Ed Teacher	\$25,074.00
Francis, Dorene A	Ext Day	\$18,604.40	Horgan, Kenneth F	Substitute	\$2,006.95
Frederics, Reba	Substitute	\$514.29	Horgan, Kevin	Teacher	\$46,567.00
Fuller, Maurita	Substitute	\$1,866.48	Horgan, Meghan C	Substitute	\$2,372.77
Fuller, Thomas W	Custodian	\$49,979.29	Horgan, Patrick E	Substitute	\$2,551.51
Gage, Christle Marie	Paraprofessional	\$1,270.82	Humphrey, Patricia H	Paraprofessional	\$23,179.00
Gagnon, Lynn Marie	Recess Aide	\$5,857.51	Hurley, Melissa	Substitute	\$1,215.00
Galeota, Katharine	Early Childhood Teacher	\$61,922.00	Hurley, Molly	Paraprofessional	\$24,827.00
Galeota, Nathan J	Teacher	\$57,501.00	Hylan, Richard A	Paraprofessional	\$22,819.00
Garlock, Abigail	Ext Day	\$1,364.00	Ide, Jennifer	Substitute	\$2,040.50
Gastonguay, Kelly A	Special Ed Teacher	\$60,412.00	Jackson, Cynthia Ann	Teacher	\$76,105.00
Gates, Hannah Elizabeth	Teacher	\$46,567.00	Jackson, Gregory B	Substitute	\$737.40
Gauthier, Christine M	Custodian	\$47,968.92	Jackson, Robert D	Paraprofessional	\$25,257.00
Gauvin, Kimberly Ann	Payroll/Benefits Manager	\$57,635.20	Jackson, Robert D	Coach	\$1,500.00
Gemborys, Alicia	Café	\$1,639.00	Jaiman, Sylvia E	Café	\$8,616.00
Gendron, Burton P	Substitute	\$2,689.26	Jensen, Jennifer Lynn	Teacher	\$71,768.00
Giacobbe, Paul L	Paraprofessional	\$19,711.00	Jensen, Jennifer Lynn	Coach	\$1,792.00
Giacobbe, Paul L	Coach	\$6,575.00	Jepson, Kenneth Hayward	Teacher	\$76,105.00
Gilbert, Taylor	Ext Day	\$3,093.75	Jepson, Kenneth Hayward	Coach	\$8,166.00
Gilmartin, Anne	Substitute	\$1,920.00	Jepson, Randall Bruce	Teacher	\$79,529.00
Gilmore-Delaney, Amy E	Special Ed Teacher	\$67,621.00	Jepson, Randall Bruce	Coach	\$15,154.00
Girouard, Jean Frances	Math	\$90,756.00	Jette, Tracy Ann	Special Ed Teacher	\$72,267.00
Girouard, Jeanne D	Substitute	\$2,095.88	Johnson, Deborah	Substitute	\$1,700.03
Goguen, Chelsea	Ext Day	\$2,457.57	Johnson, Jane L	Paraprofessional	\$24,564.00
Golembiewski Disalle,					
Kristi Leigh G	Teacher	\$74,998.00			
Goodwin, Caron Ann	Teacher	\$81,900.00			
Gosselin, Denise	Substitute	\$520.00			
Graves, Andrew M	Head Custodian	\$58,647.16			



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EMPLOYEE NAME	JOB TITLE	GROSS WAGES	EMPLOYEE NAME	JOB TITLE	GROSS WAGES
Johnson, Kerilyn M	Paraprofessional	\$22,819.00	Lordan, Joseph Paul	Teacher	\$74,197.00
Jones, Gerard R	Math	\$86,848.00	Lordan, Melinda A	Teacher	\$52,124.00
Jones, Kenneth M	Substitute	\$1,755.68	Losordo, John Joseph II	Teacher	\$71,768.00
Josefiak, Cathryn A	Paraprofessional	\$20,672.01	Lucander, Kris Vilho	Teacher	\$72,267.00
Joseph, Joshua J	Paraprofessional	\$27,733.00	Macintosh, Douglas	Summer Custodian	\$2,959.00
Judah, Richard D	Substitute	\$9,061.86	Mailhiot, Philip W II	Ext Day	\$2,783.00
Kalagher, Susan H	Paraprofessional	\$25,414.00	Maillet, Alexis E	Recess Aide	\$4,977.00
Kay, Ralph Warren	Teacher	\$79,529.00	Maillet, Elizabeth L	Adm Asst	\$27,156.35
Kelly, Cheryl L	Substitute	\$8,258.33	Malnati, Lori J	Adjustment Counselor	\$60,884.00
Kelly, Timothy J	Stipend	\$1,350.00	Margarita, John	Coach	\$5,679.00
Kendall, Amy Elizabeth	Teacher	\$79,908.00	Marinelli, Kathryn Estelle	Paraprofessional	\$26,866.00
Kerravala, Christine E	Substitute	\$640.00	Marino, Jaime Lynn	Speech Therapist	\$54,763.00
Khan, Aisha	Café	\$15,375.94	Marion-Cox, Carrie Ann	Teacher	\$76,105.00
Kilmartin, Jennifer Aubrey	Teacher	\$53,427.00	Marlborough, Linda Anne	Paraprofessional	\$24,564.00
Kortegast, Laura R	Adm Asst	\$37,665.30	Marquis, Patricia Mina	Substitute	\$13,039.82
Kosciak, Alexandra			Martin, Julie A	Café	\$8,145.52
Jennifer Hogan	Adjustment Counselor	\$26,713.50	Martin, Melissa Dawn	Teacher	\$90,756.00
Kostich, Nicholas Carlyle	Teacher	\$52,655.00	Masterman, Elizabeth	Adjustment Counselor	\$53,807.20
Kozloski, Gary R	Coach	\$2,812.00	Mathieu, Morgan E	Ext Day	\$9,430.04
Krupa, Amanda L	Substitute	\$519.16	Matthews, Doris Eleanor	Teacher	\$79,908.00
Kublbeck, Kyle	Summer Groundskeeper	\$3,019.50	Maxwell, Jonathan Craig	Computer Tech	\$54,060.00
Ladeau, David A	Substitute	\$680.40	Maynard, Lianna	Ext Day	\$3,544.51
Laine, Kelley Ann	Speech Therapist	\$77,953.00	Mazzola, Gary F	Superintendent	\$162,850.00
Laliberte, Ryan E	Coach	\$3,600.00	Mccaffrey, Edwin B	Teacher	\$76,105.00
Lambert, Ryan J	Teacher	\$71,384.00	Mccarthy, Kathleen Ann	Adm Asst	\$42,443.06
Lambert, Ryan J	Coach	\$3,583.00	Mccarthy, Ryan Thomas	Special Ed Teacher	\$47,476.00
Lanciani, Christine A	Substitute	\$1,724.25	Mccullock, Brian R	Stipend	\$750.00
Landanno, Katherine	Paraprofessional	\$24,106.45	Mcgonigle, Helen A	Ext Day	\$5,346.00
Landine, Jennifer Anne	Paraprofessional	\$25,968.00	Mcgonigle, Noel	Ext Day	\$19,552.00
Landry, Karen E	Ext Day	\$16,540.03	McLoughlin, Juneanne M	School & Guidance Secy	\$39,469.90
Lantry, David A	Teacher	\$21,934.34	Mcmanus, Bethanne	Substitute	\$2,018.50
Lapointe, Chris James	Speech Therapist	\$76,105.00	Mcnamara, Nicholas J	Coach	\$3,600.00
Larson, Madonna Marie	Special Ed Teacher	\$76,105.00	Mcneill, Kellee Lauren	Teacher	\$54,763.00
Law, Alicia J	School Nurse	\$24,082.20	Medeiros, Amie M	Paraprofessional	\$16,453.85
Leamy, Connor	Ext Day	\$1,083.89	Medlin, Haleigh	Substitute	\$803.00
Leary, Bonnie June	Substitute	\$956.82	Melanson, Ashley Marie	Teacher	\$62,494.00
Leblanc, Albert	Substitute	\$12,630.07	Mellekas, James	Special Ed Teacher	\$54,763.00
Leblanc, Christine	Substitute	\$4,090.27	Mellekas, James	Coach	\$5,202.00
Leblanc, Julie A	Substitute	\$9,257.72	Meyer, Elizabeth M	Computer Tech	\$20,500.00
Leblanc, Maura	Ext Day	\$2,592.50	Michalowski, Maria I	Substitute	\$7,888.28
Leblanc, Sophia G	Ext Day	\$5,676.00	Milger, Sabine Andrea	Substitute	\$7,298.03
Leblanc, Susan M	Ext Day	\$5,973.44	Milger, Sabine Andrea	Coach	\$5,679.00
Leblanc, Tanya Rae	Special Ed Teacher	\$45,432.00	Miller, Deborah C	Paraprofessional	\$34,155.00
Leblanc, Wendy Lee	Teacher	\$58,188.00	Miller, Theresa Marie	Special Ed Teacher	\$77,192.00
Lehman, Dawn Marie	Substitute	\$9,976.15	Milne, Lindsay	Therapist	\$67,259.00
Lenart, Laurie Rose	Teacher	\$11,944.92	Miville, Kathryn Ann	Dean of Students/Teacher	\$95,848.00
Leonhardt, Patricia A	Substitute	\$2,258.64	Moeckel, Jarrod	Ext Day	\$8,950.55
Lilley, Jennifer Ruth	Asst. Principal	\$92,909.00	Monaghan, Ryan Michael	Teacher	\$47,732.00
Linnehan, Michael F	Stipend	\$500.00	Money, Kristyn J	Ext Day	\$4,502.76
Litalien, Cori A	Teacher	\$65,019.00	Moore, Rebecca	Recess Aide	\$2,662.52
Loescher, Andrea G	Paraprofessional	\$22,134.00	Moore, Rebecca	Substitute	\$1,048.40
Lofquist, Susan M	School Nurse	\$65,368.00	Moores, Amy J	Café	\$8,105.78
			Moorman-Smith, Gretchen R	Teacher	\$77,192.00
			Moran, Colleen Joan	Special Ed Teacher	\$53,427.00
			Morin, Inga M	Adm Asst	\$30,532.81
			Morin, Jennifer Taylor	Librarian/Media	\$74,197.00



Ashburnham-Westminster Regional Public Schools

2018-2019 Wages Report Over \$500 | Annual Report 2019

EMPLOYEE NAME	JOB TITLE	GROSS WAGES	EMPLOYEE NAME	JOB TITLE	GROSS WAGES
Morin-Trotta, Nicole	Ext Day	\$4,983.00	Pilsbury, Becky M	Adm Asst	\$39,784.02
Morneau, Christina L	Paraprofessional	\$23,399.00	Pinkes, Danielle L	Adjustment Counselor	\$34,155.00
Morrison, Nicole E	Teacher	\$54,763.00	Plourde, Lisa Anne	Ext Day	\$3,840.97
Mossman, Joann Alex	Teacher	\$90,756.00	Popik, Justine S	Substitute	\$2,653.92
Mulcahy, Hannah M	Ext Day	\$4,676.08	Potter, Douglas Edwin	Teacher	\$66,644.00
Mullins, Stephen D	Paraprofessional	\$20,592.00	Powderly, Michael C	Stipend	\$950.14
Munnis, Sandra J	Café	\$14,864.25	Proctor, Catherine Alice	Teacher	\$47,732.00
Munroe, Kristen Louise	Paraprofessional	\$23,480.00	Provencial, Wendy E	Paraprofessional	\$23,717.00
Munroe, Laurie Marie	Teacher	\$90,756.00	Provost, Amy Lynn	Teacher	\$72,827.00
Murphy, Devon V	Recess Aide	\$816.75	Pulnik, Katie Elizabeth	Speech Therapist	\$33,322.00
Murphy, Richard	Asst Tech Int Spec	\$33,189.00	Quigley-Belliveau, Susan Jean	Substitute	\$1,250.90
Murphy, Robin M	Teacher	\$79,908.00	Quinn, Jared Raymond	Teacher	\$76,105.00
Myracle, Germaine Maria	Math	\$60,412.00	Quinn, Laura M	Teacher	\$57,501.00
Nader, Theresa M	Café	\$17,441.01	Quirion, Allison M	Substitute	\$899.05
Nally, Patrick D	Literacy Tutor	\$24,900.00	Quist, John H	Paraprofessional	\$9,110.66
Navin, Susan M	Café	\$7,603.54	Rabeler, Lorraine J	Paraprofessional	\$22,539.00
Neff, Susan M	Substitute	\$638.00	Racine, Lucinda A	Ext Day	\$21,735.52
Nevard, Mark David	English/Language	\$77,192.00	Rebholz, Isa	Teacher	\$46,567.00
Niedermeier, Elaine Margaret	Adm Asst	\$35,972.96	Rehler, Sandra Christine	Curriculum/Serv Coord	\$109,249.00
Nolan, Larissa Jane	Paraprofessional	\$22,750.00	Rembetsy-Brown, Therese	Substitute	\$1,127.50
Noonan, Thomas Wayne	Substitute	\$8,099.09	Rengo, Kaelah A	Paraprofessional	\$5,570.84
North, Nathaniel Eldride	School Principal	\$89,148.00	Rheault, Laurie Anne	Teacher	\$79,908.00
O'brien, Juliet M	Teacher	\$54,763.00	Ricard, Carly M	Paraprofessional	\$11,378.21
O'callaghan-Greco, Suzanne Marie	Special Ed Teacher	\$65,019.00	Richardson, Elizabeth T	Paraprofessional	\$26,828.00
O'connell, Lavaun Marie	Substitute	\$2,018.50	Ridley, Shauna	Ext Day	\$1,944.38
O'day, Rebekah Lee	Paraprofessional	\$11,094.13	Rigney, Abigail Mare	Asst. Principal	\$88,434.00
O'keefe, Patricia M	Stipend	\$1,616.00	Riley, Katrina	Teacher	\$52,124.00
O'Neill, Jeffrey B	Coach	\$5,690.00	Risi, Jillian L	Extended Day Staff	\$14,413.92
Ogando, Santiago Wilkins	Teacher	\$61,028.00	Roberts, Jessica	Teacher	\$50,853.00
Orcutt, Jillian Vee	Teacher	\$47,732.00	Robichaud, Arianna N	Substitute	\$2,144.48
Osborne, Janelly	Paraprofessional	\$25,968.00	Robichaud, Kellie Ann	Teacher	\$79,529.00
Paaanen, John E	Paraprofessional	\$26,694.00	Robichaud, Michelle A	Recess Aide	\$6,537.25
Pack, Jonathon D	Ext Day	\$2,230.25	Robillard, Amie R	Adm Asst	\$19,834.04
Padilla, Jane	Substitute	\$1,078.31	Robinson, Beth Ann	Teacher	\$54,763.00
Palmer, Randall R	Special Education Liason	\$83,232.00	Rodriquenz, Lisa K	Coach	\$2,753.00
Paljarvi, James M	Groundskeeper	\$58,649.78	Rogers, Lauren J	Paraprofessional	\$23,399.00
Parenteau, Danielle	Teacher	\$56,616.00	Rogers, Pamela S	Café	\$9,315.34
Parenteau, James M	Head Custodian	\$77,667.21	Romano, Mary Kate	Teacher	\$79,529.00
Parker, Emily E	Ext Day	\$1,900.25	Romano, Owen M	Summer Custodian	\$3,206.50
Parker, Hannah	Ext Day	\$3,373.53	Romano, Peter John	Teacher	\$79,529.00
Parker, Paula Mary	Special Ed Teacher	\$83,108.00	Romano, Peter John	Coach	\$10,179.00
Parkinson, Michelle J	Paraprofessional	\$18,865.74	Romano, Timothy A	Custodian	\$25,344.14
Parkinson, Michelle J	Substitute	\$6,455.02	Rosenfeld, Rachel E	Dir. Of Human Res.	\$22,500.00
Pelkey, Brendan D	Ext Day	\$2,890.25	Rouleau, Lorna J	Substitute	\$830.31
Pence, Michael S	Stipend	\$600.00	Rouleau-Wojnas, Beth P	Paraprofessional	\$27,778.00
Perez, Melinda M	Paraprofessional	\$32,341.00	Roy, Leanne J	Teacher	\$81,900.00
Perkins-Cote, Jennifer Lynn	Teacher	\$76,105.00	Roy, Leanne J	Coach	\$5,679.00
Perrett, Debra Lynn	Teacher	\$79,908.00	Ruble, Courtney H	Ext Day	\$5,044.77
Perrett, Karen Elaine	Teacher	\$72,767.00	Rudenaier, Amanda J	Substitute	\$6,839.25
Peterson, Dawn M	Paraprofessional	\$29,093.00	Ruschioni, Cynthia Mary	Paraprofessional	\$34,155.00
Peterson, Kristin E	Paraprofessional	\$23,399.00			
Phelps, Audrey Ellen	Teacher	\$10,923.54			
Pikkarainen, Rachel A	Café	\$5,900.88			
Pilger, Alexander	Guidance Counselor	\$58,032.00			



Ashburnham-Westminster Regional Public Schools

Annual Report 2019 | Wages Report Over \$500

EMPLOYEE NAME	JOB TITLE	GROSS WAGES	EMPLOYEE NAME	JOB TITLE	GROSS WAGES
Russo, Kimberly	Substitute	\$1,226.50	Tamaren, Cynthia K	Teacher	\$58,939.00
Saisa, Phillip Edward	School Principal	\$119,948.00	Tamas, Marc W	Substitute	\$8,031.16
Samuels, Evander Anthony	Teacher	\$46,567.00	Taylor, Kathleen Marie	School Principal	\$105,750.00
Sargent, Debra Ann	Stipend	\$3,000.00	Taylor, Nancy	School Nurse	\$51,356.90
Sargent, Sarah L	Paraprofessional	\$16,453.85	Terry, Pamela Ellen	Teacher	\$76,105.00
Schlier, Gretchen B	Recess Aide	\$6,103.74	Testa, Aaron W	Coach	\$2,501.00
Secino, Gregory Andrew	Teacher	\$76,105.00	Therault, Kathi Mariaagnes	Adm Asst	\$25,966.23
Seifert, Stephanie	Ext Day	\$1,556.50	Therault, Marc Andrew	Teacher	\$60,089.00
Semenza, Emily	Ext Day	\$9,868.20	Therrien, Jacqueline Mary	Teacher	\$62,554.00
Seppelin, Gayane T	Paraprofessional	\$24,932.00	Therrien, Norman	Substitute	\$1,980.61
Sharkey, Marcia Ann	School Nurse	\$64,117.00	Thibault, John M	Coach	\$2,501.00
Shattuck, Lori Beth	Teacher	\$79,529.00	Thibeault, Alex Paul	Teacher	\$33,763.67
Shattuck, Lori Beth	Coach	\$3,583.00	Thibeault, Alex Paul	Substitute	\$683.44
Shaw, Stephanie	Paraprofessional	\$32,749.00	Thompson, Meaghan	Paraprofessional	\$4,291.67
Shell, Laureen E	Substitute	\$6,941.00	Thompson, Meaghan	Substitute	\$3,916.24
Shenk, Jay M	Ext Day	\$557.81	Thompson, Susan C	Substitute	\$7,893.45
Sifert, Eric L	Teacher	\$77,192.00	Thompson, Valerie D	Computer Tech	\$15,555.25
Sinclair, Katrina M	Teacher	\$71,768.00	Tobia, Carolyn Jean	Teacher	\$79,908.00
Slattery, Barbara Jean	Substitute	\$1,190.73	Torrey, Laura W	Paraprofessional	\$11,217.50
Smeltekop, Brittany Michelle	Special Ed Teacher	\$67,259.00	Tree, Jo R	Substitute	\$2,296.35
Smeltekop, Brittany Michelle	Coach	\$4,500.00	Tufts, Sharon L	Café	\$14,884.19
Smeltekop, Christopher	Substitute	\$7,025.34	Tyros, Demetrios	Teacher	\$52,655.00
Smith, Kristen M	Substitute	\$2,991.77	Tyros, Demetrios	Coach	\$9,275.00
Smith, Kristin M	Paraprofessional	\$24,871.04	Uminski, Christopher R	Stipend	\$3,786.00
Smith, Michael	Substitute	\$4,208.75	Uminski, David Paul	School Principal	\$129,788.00
Sowders, Adam R	Summer Custodian	\$1,402.50	Vallee, Symantha M	Coach	\$3,583.00
Sparks, Katharine C	Teacher	\$52,655.00	Vallera, Kaitlin M	Paraprofessional	\$13,169.93
Sparrow, Michelle Marie	Teacher	\$58,939.00	Valley, Paulina	Substitute	\$657.32
Spencer, Elizabeth A	Ext Day	\$1,702.75	Vanhillo, Alisha A	Paraprofessional	\$8,351.12
Spuria, Melissa Jill	Teacher	\$46,567.00	Varley, Patrick G	Paraprofessional	\$7,042.66
St Cyr, Michele Marie	Substitute	\$3,036.00	Vautour, Joelle R	Coach	\$7,161.00
St Laurent - Kuehl, Paula J	Adm Asst	\$15,699.50	Vera, Aimee L	Special Ed Teacher	\$79,529.00
St Laurent - Kuehl, Paula J	Recess Aide	\$2,464.17	Veroude, Kathleen M	Special Ed Director	\$104,075.00
Stacy, Lily	Ext Day	\$5,422.25	Volke, Kerry Ann	Teacher	\$73,169.00
Stafford, Jane Elizabeth	Teacher	\$83,108.00	Walker, Sean G	Coach	\$1,987.50
Stangroom, Cathy	Registrar Secy	\$1,208.19	Walsh, Kathleen W	Special Ed Teacher	\$76,105.00
Stanton, Christine R	Paraprofessional	\$34,151.00	Warren, Jennifer Lyn	Teacher	\$60,412.00
Stanton, Gail Isabel	Accountant	\$74,387.20	Wells, Kasey L	Ext Day	\$8,323.96
Stefanakos, Paula Jean	Teacher	\$76,105.00	Wells, Shelley Marie	Special Ed Teacher	\$62,494.00
Stiles, R Lincoln Jr	Social Studies	\$86,848.00	Wetherbee, Sara J	Substitute	\$6,207.4
Stiles, R Lincoln Jr	Coach	\$12,058.00	Whitaker, Katherine V	Guidance Counselor	\$67,259.00
Stone, Angel Mae	Paraprofessional	\$28,666.00	Whitney-Deaver, Jamie C	Paraprofessional	\$22,819.00
Stone, Juana C	Paraprofessional	\$25,968.00	Whittemore, Kelsi S	Paraprofessional	\$8,649.46
Streeks, Stephen	Ext Day	\$6,750.41	Wiktorski, Josephine A	Substitute	\$1,922.25
Stukuls, Amy Mcfaul	Special Ed Teacher	\$79,529.00	Wilder, Wendy Jane	Paraprofessional	\$26,276.00
Surprenant, Julie M	Dir. Of Finance	\$128,086.00	Williams, Heidi Elizabeth	School Nurse	\$10,004.59
Swaney, Donna M	Custodian	\$49,549.16	Wilson, Kelcey	Psychologist	\$60,969.00
Sylvester, Kristina M	Paraprofessional	\$33,250.00	Wirta, Cindy L	Café	\$5,099.11
Syvari, Elizabeth	Substitute	\$11,586.87	Wirta, Cindy L	Substitute	\$4,702.80
Szalay, Lawrence M	Teacher	\$70,018.00	Wong, Abigail A	Ext Day	\$1,106.89
Szalay, Lawrence M	Coach	\$3,975.00	Woodward-Wallace, Autumn	Substitute	\$3,214.75
Tagan, Jessie	Ext Day	\$10,174.55	Woodward-Wallace, Autumn	Coach	\$3,975.00
			Woollacott, Elizabeth Rutter	Special Ed Teacher	\$70,018.00
			Young, Jason A	Teacher	\$76,105.00
			Zaniewski, Krystyna Maree	Teacher	\$47,732.00



Established in 1865 as one of the first co-educational secondary boarding schools in the nation, Cushing Academy was the vision of Ashburnham native Thomas Parkman Cushing. In its first year of existence, 122 students were enrolled; most were from Ashburnham, but others came from throughout Massachusetts and neighboring states. Today there are approximately 390 boarding and day students, representing 29 countries and 24 states. From its founding through the early 1960s, when the Ashburnham-Westminster Regional School District was established, Cushing proudly served as the town's public school.

Since July 2018, Dr. Randy R. Bertin has served as the Academy's thirteenth Head of School.

Under Dr. Bertin's leadership, the 165 members of the administration, faculty, and staff work with the Board of Trustees to fulfill the Academy's mission: Cushing Academy exists for students and develops curious, creative, and confident learners and leaders.

For over 150 years, Cushing Academy has transformed students as scholars, athletes, artists, and individuals who are endlessly curious and actively engaged in discovering new talents and interests. We challenge and support each student through intentional collaboration, feedback, and reflection.

In 2004, Cushing Academy and the Town of Ashburnham agreed to discontinue the use as a public way of a portion of School Street and Academy Street. As part of the agreement, Cushing gave for the construction of the public safety building: a donation of 5 acres of land on Central Street, a \$1.5 million cash payment, and \$500,000 payable over 20 years. In 2007, Cushing made an additional gift of \$270,000 to the Town for the public safety building. Cushing also assisted, through the contribution of labor and materials, in the renovation of the William J. Bresnahan Scouting and Community Center.

Cushing is accredited by the New England Association of Schools and Colleges (NEASC) and completed its most recent 10-year review in 2018.

As part of the comprehensive facilities renewal undertaken to transform the Cushing experience, recent major campus improvements have included the construction of the Watkins Field House and of Lee House and Sanborn House dormitories, the replacement of the turf on Quimby Field, and the renovation of the Iorio Arena,



which has also benefited the local hockey community utilizing this facility. Most recently, the expansion of the Fisher-Watkins Dining Commons and the renovation of Ashburnham House dormitory were completed. The renovation of Ashburnham House, built in 1915, has preserved a historic building that is meaningful to the Cushing community and to the Town. Current major construction includes a new dormitory with rooms for 60 students, to replace the former Cooke Hall. As part of this construction, Cushing will also be renovating Drew Common, which is Cushing's central green space and is the traditional site of Commencement.

Cushing alumni are leaders in the fields of the visual and performing arts, athletics, business and other fields. Our students, alumni, and faculty were recognized for many awards, achievements and championships in fiscal year 2019. Highlights include:

- 100% of graduating seniors who applied to colleges were accepted.
- Cushing Academy was awarded a patent for a medicinal compound identified in faculty-student research.
- A student received the Gold Medal Portfolio Award in the national Scholastic Art and Writing Awards, one of only 16 winners selected from over 340,000 works submitted. A second student was awarded a Silver Medal for her painting.
- Three students were awarded prizes for their work at the 36th Annual Mount Wachusett Community College Regional Exhibition of High School Art.
- Two Cushing performers were selected to participate in Massachusetts Central District honors ensembles. A student performed with the All-Eastern Chorus, Cushing's first representation at the regional level.



Cushing Academy

Annual Report 2019 | Continued



- Sixteen students were inducted into the Cum Laude Society, a national honor society recognizing scholastic achievement.
 - Varsity Field Hockey earned a spot in the NEPSAC quarterfinals. Five students were named to the National Field Hockey Coaches Association High School National Academic Squad, which recognizes scholar-athletes.
 - Varsity Boys' Basketball advanced to the NEPSAC Championship finals.
 - Varsity Girls' Hockey secured a well-earned spot in the championship game during the Edward G. Watkins '56 Girls' Invitational Hockey Tournament.
 - Varsity "B" Boys' Hockey captured the Bob Rust Memorial Hockey Tournament Cup for the second straight year.
 - Varsity Boys' Hockey won the Edward G. Watkins '56 Boys' Invitational Hockey Tournament and were NEPSAC Large School finalists in the post-season tournament.
 - Cushing Ski Team competed in the NEPSAC Class C Championships, with Boys' Ski placing 2nd and Girls' Ski placing 3rd. Members of both teams won the Giant Slalom and the Slalom.
 - Six Varsity Boys' Lacrosse players were honored by league coaches.
 - Varsity Boys' and Girls' Track & Field competed at the NEPSAC Division II Championships, with a 5th place finish for the girls' team, including two gold medals, a silver medal and a bronze medal earned by one athlete.
 - Varsity Softball advanced to the Western New England Class B championship game. Two players were named WNEPSGSBA All Stars.
 - Twenty-five members of the Class of 2019 committed to play athletics at the college level. Two earlier graduates were profiled in a December 2018 Sentinel & Enterprise article, which chronicled their successful Division college athletic careers.
 - Cushing received the National Athletic Trainers' Association (NATA) Safe Sports School award. The award champions safety and recognizes secondary schools that have met the recommended standards to improve safety in sports.
 - John Cena '95 was awarded the Sports Illustrated Muhammad Ali Legacy Award in honor of his leadership in philanthropy.
 - Keith Yandle '05 was featured in Sports Illustrated as the NHL's current ironman.
- Cushing Academy is proud to be located in Ashburnham and to participate fully in the Ashburnham community. In fiscal year 2019:
- More than 3,500 hours of community service to the Ashburnham community and environs are performed on the annual Tony Fisher Day of Service, which commemorates the life and legacy of alumnus and Board President M. Anthony Fisher '69, who was killed in a plane crash in April 2003. In 2019, students spent the day working at such places as the William J. Bresnahan Scouting and Community Center, Bickford and Marden Little League fields, St. Denis Church, Ashburnham Community Church, Ashburnham Fire and Police, Westminster Congregational Church, Forbush Library Westminster, The Caring Place, New Hampshire Food Bank, Cradles to Crayons, Henry Heywood Hospital (Backpack Program), Dunn Park State Park, Trustees of Tully Lake, Otter River State Park, Chair City Community Workshop, Salvation Army Fitchburg, Walden Pond State Park, and Dwelley Farm Reserve.
 - Cushing launched an ongoing Special Olympics Young Athletes program, an inclusive play initiative for children ages 2-7 with and without intellectual disabilities. Cushing students serve as volunteers for the free program held on Sunday mornings for 5 weeks in the fall and again in the spring.
 - The Academy welcomed the public, free of charge, to all student performances. The public was also welcomed, free of charge, to all sporting events throughout the year.
 - Students and faculty participated in the 18th Annual Ash-West Benefit Road Race.
 - Students and faculty donated more than 50 large bags of sorted clothing and bedding, as well as bins, lamps, and school supplies to the Community Church Food Pantry and Clothes Closet. Summer Session students also donated money to the Food Pantry.



- Along with volunteering in and around Ashburnham, our students planned and executed the 10th Annual Pink the Rink hockey fund raiser, raising approximately \$5,000 for the Dana-Farber Cancer Institute, and once again organized a trip to participate in a 4ocean cleanup on Revere Beach, where they sifted through sand and seaweed to remove trash from the coastline, and raised additional funds for this worthy cause during the year.
- Student and faculty volunteers again served as Dana-Farber runner escorts at the finish line of the Boston Marathon.
- Many members of the faculty and staff serve as volunteers with local organizations, including Ashburnham Town committees, schools, scouting groups, community organizations, and churches.
- Alumna and Olympic Gold Medalist Meghan Duggan '06 headlined the second annual Girls in Sport Leadership Summit, organized by a faculty member and inaugurated in 2018. Student athlete-leaders from around New England participated in a full day of leadership programming and workshops.

Cushing is pleased to host events and to offer facilities for free or at greatly reduced rates to area organizations. In 2019, Cushing:

- Hosted the 18th Annual Ash-West Community Benefit Hockey Game
- Provided cookies and hot chocolate for the Town's 7th Annual Tree Lighting Ceremony
- Provided free and/or discounted ice time to the Oakmont Regional High School Ice Hockey Team
- Provided the Iorio Arena snack bar to an area hockey club to assist in their fund raisers
- Hosted weekly meetings of Boy Scout Troop 18, the 2019 Cub Scouts Blue and Gold Banquet, and the Scouting for Food drive, during which approximately 3,000 food items were collected for the Ashburnham Community Church Food Pantry and the People's Church Food Pantry. Cushing also served as a sponsor for the 2019 Cub Scout Pinewood Derby.
- Hosted Girl Scout cookie sales at Cushing athletic events on a regular basis
- Provided meals at no charge to Ashburnham Police Department and Ashburnham Fire Department personnel on duty

- Continued to offer Girling Field for use by Life Flight for medical evacuations

During 2019, Cushing Academy provided \$13.6 million in economic impact to Ashburnham and the surrounding communities.

This economic impact took the form of:

- A \$110,000 grant to the Town of Ashburnham Police Department to provide for a second police officer on the overnight shift, providing greater public safety to all residents of Ashburnham.
- Cushing Academy paid over \$14,000 in permit and service fees to the town.
- Cushing Academy paid \$2.4 million to over 227 vendors, suppliers and independent contractors who reside or conduct business in Ashburnham or its surrounding communities. Our three most highly paid vendors – including the Town of Ashburnham itself – received a total of \$1.7 million and all proudly call Ashburnham their primary place of business.
- As part of the major renovation project for the Fisher-Watkins Dining Commons and Ashburnham House dormitory, Cushing Academy paid more than \$3.9 million to vendors and contractors in central Massachusetts. More than 25 people per day came to our campus in connection with these projects, and they patronized Ashburnham's stores and restaurants daily.
- Cushing Academy employs 18 individuals who own homes in Ashburnham. These families provide over \$141,000 in real estate taxes to the town.
- Cushing Academy provides over \$420,000 per year in grants and scholarships to enable 17 local students to attend the Academy.
- In 2019 Cushing Academy had a payroll of over \$9 million; over 42% of the total payroll was paid to Ashburnham residents. Another 30% was paid to individuals who lived in abutting towns/cities.
- It is conservatively estimated that in 2019 Cushing Academy students, faculty and staff spent \$246,000 patronizing local businesses and vendors, primarily in the town center. (This assumes that half of Cushing's 390 students and of its approximately 200 residents and employees spent \$20 per week during the school year.)

Cushing Academy has been a proud partner of the Town of Ashburnham, and we look forward to continuing to work together.



Montachusett Regional Vocational Technical School

Annual Report 2019

Each year I look forward to the development of the Annual Report, as a means to reflect on the achievements and accomplishments celebrated by students and staff at Monty Tech. The 2018-2019 school year was a remarkable one, as our school saw the opening of an all-new training facility, renovated instructional space and state-of-the-art equipment added to three vocational areas, students earning more industry-recognized credentials than ever before, and new partnerships with area colleges and universities. It was a year to remember.

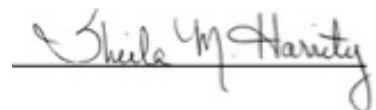
Students who attend Monty Tech have chosen a high school experience unlike any other. While completing all of the same high school requirements of students enrolled in a traditional, comprehensive high school, our students are also learning a valuable trade – skills they will carry with them for a lifetime. These vocational skills may provide opportunities for our graduates to work their way through college; they may open the door to new, related career pathways, or they may be the foundation for a lifelong career. The education and training they receive at Monty Tech will open doors and allow them to choose a college and/or career pathway that will define their future.

Monty Tech academic programs continue to serve students at all levels well. This year, students completed the Next Generation MCAS, and earned commendable passing rates: English Language Arts 99%, Mathematics 97%, and Biology 99%. Monty Tech students exceeded the state averages in all 3 subjects. In addition, great strides were made in our relatively new Advanced Placement programs, with more than 60% of test takers earning a score of 3 or better. Finally, an all-new science program was fully integrated in FY19 – Biomedical Sciences. This rigorous sequence of courses was met with enthusiasm from students and staff, so plans to expand this Project Lead the Way programming are underway. Our talented academic faculty continue to refine curriculum, incorporate new instructional strategies, and challenge every student to reach new levels, and we couldn't be prouder of the results.

And while we are certainly proud of our academic and vocational training programs, a Monty Tech experience would not be complete without participating in meaningful community service. Last year we were honored to once again host the Wreaths Across America Convoy with a remembrance ceremony as it made its way down to Arlington National Cemetery. As the convoy left the school parking lot and hundreds of American flags waved, I was reminded once again of the value of a Monty Tech education. For a moment, our students were taken out of the classrooms and shops and asked to think about what this convoy meant, where it was heading and how they were a small part of the ceremony. They were asked to consider service, and through the waves and cheers it was clear that Monty Tech students knew and understood the meaning behind that experience. It's not often that high school students are asked to stop and think about others and how they might contribute to another person's well-being. But at Monty Tech, our students are not only familiar with the concept, they are committed to community service. Whether it is building a carriage house for the NEADS program, designing and building dugouts for area Little League programs, or ensuring handicap accessibility in dated town offices, our staff and students are proud to serve.

While students and instructors across the school continue to demonstrate creativity, innovation, and leadership, school leaders continue to keep an eye on emerging trends in vocational education. As we prepare these talented students to make important life choices, we are reminded that in the end, the choice is theirs to make: college or career or both. It is our job to support their aspirations and to educate and train them to achieve at the highest possible level. On behalf of our talented educators and administrators, who remain focused on delivering the highest quality academic and vocational-technical education possible, I am delighted to present the District's 2018-2019 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech.

Respectfully submitted, Sheila M. Harrity, Ed.D., Superintendent-Director



Montachusett Regional Vocational Technical School

Continued | Annual Report 2019

OUR MISSION

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

OUR DISTRICT

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Ashby	Athol
Barre	Fitchburg	Gardner
Harvard	Holden	Hubbardston
Lunenburg	Petersham	Phillipston
Princeton	Royalston	Sterling
Templeton	Westminster	Winchendon

LEADERSHIP

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has transformed the school into one of the most sought-after high schools in North Central Massachusetts.

Sheila M. Harrity, Superintendent-Director

Tom Browne, Principal

Dayana Carlson, Assistant Principal

Tammy Crockett, Business Manager

Christina Favreau, Director of Academic Programs

Jim Hachey, Director of Vocational Programs

Michael Gormley, Director of Facilities

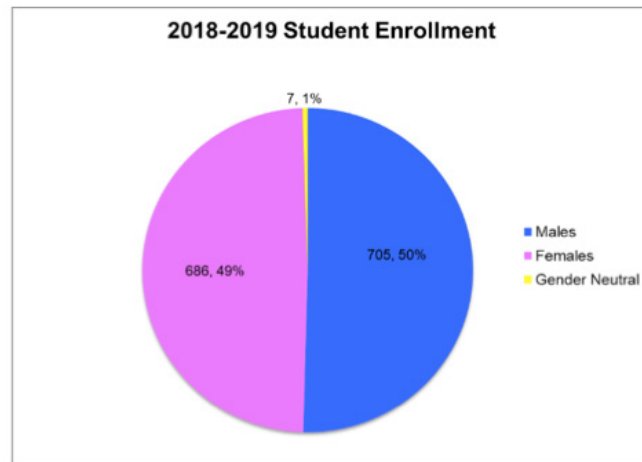
Donald Kitzmiller, Director of Technology

Katy Whitaker, Development Coordinator

Victoria Zarozinski, Director of Student Support Services

ENROLLMENT

On June 1, 2019, student enrollment at Monty Tech included 1,398 students in grades nine through twelve, representing each of the district's eighteen sending communities. Each class of students is comprised of a relatively equal balance of male vs. female students, and each student attending Monty Tech has elected to do so, prepared to explore an interest in one of the school's twenty-one rigorous vocational-technical

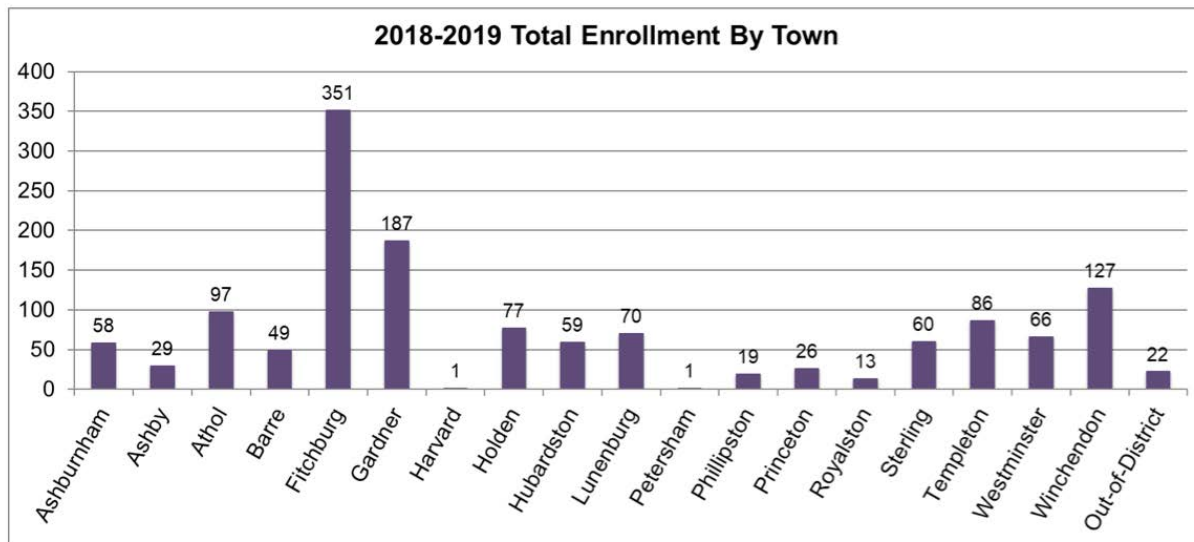


programs. While the school currently offers only five programs non-traditional for male students, and twelve programs non-traditional for female students, we are proud to have a student population that is well-balanced by gender and a variety of academic interests and achievements. Throughout 2018-2019, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2018, approximately 450 district eighth graders



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participated in the annual “Tour Day” event. Students toured our twenty-one vocational-technical areas and learned about the school’s challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members to further explore the facilities and speak with staff members.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school and participate in hands-on learning experiences across a variety of vocational-technical areas. The program continued to attract a large number of students during the 2018-2019 school year, serving approximately 700 area students.

CLASS OF 2019 AWARDS

Members of the Class of 2019 were awarded approximately \$200,000 in scholarships, tools, and equipment. The Monty Tech Foundation generously provided \$36,000 in scholarships to graduating seniors, ranging in amounts of \$500 to \$2,000. The Foundation also awarded \$3,250 to the Practical Nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations.

The School Committee, administration, faculty, and graduates are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college

credits through a number of articulation agreements with public and private colleges across the country. Approximately 38% of the graduating class of 2019 reported plans to enroll at a 4-year college/university upon graduation. By earning college credits while still in high school, these students will save both time and money as they pursue advanced educational programs.

FINANCIAL REPORT

In an effort to develop a cost-effective budget for the fiscal year 2018-2019, a great deal of effort was put forth by the School Committee, administration, and staff. The final fiscal year 2018-2019 Educational Plan totaled \$27,756,374 which represents a 3.2% increase over the 2017-2018 Educational Plan. The District’s FY19 budget only exceeds the minimum spending required by Massachusetts General Law Chapter 70 by \$135,947 or .6%.

The District was audited in November 2019 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and has received a very good report.

GRANTS AND CONTRACTS

Monty Tech continues to pursue grant funding on an annual basis. These funds help provide many educational and social services to the student population. For fiscal year 2019, state and federal grant sources provided the school with \$945,083. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Marine Corp Junior Reserve Officer



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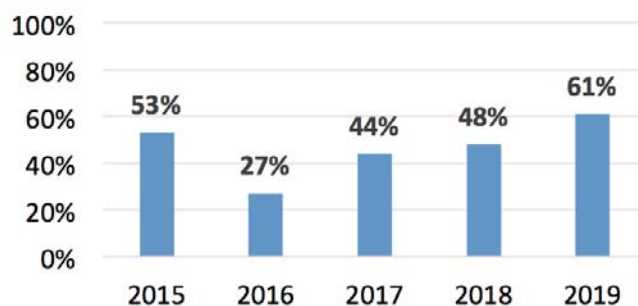
Training. The District also received more than \$465,000 in competitive grants, including a Skills Capital Grant for \$385,000 to purchase equipment for new hospital beds, EKG machines and an Anatomage Table to benefit the Health Occupations and Practical Nursing programs as well as new diagnostic certification tools to benefit the Automotive Technology program. The District also received \$80,000 in funds to increase school safety. Using these allocation and competitive funds, the school was able to purchase a variety of instructional technology, equipment, and supplies to enhance the learning experience.

ACADEMIC ACHIEVEMENT

During the spring of 2019, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable scores on the MCAS in English Language Arts, Mathematics, and Biology. This year, students completed the Next Generation MCAS - a computer-based test that is designed to give students a clear signal on whether they are on track for college and career readiness. The new standards are more rigorous than the standards for the Legacy MCAS. Monty Tech's passing rate on the English Language Arts was 99%, Mathematics 97%, Biology 99%. Monty Tech students exceeded the state averages in all 3 subjects. With regard to our Accountability status, Monty Tech has made "Substantial Progress Toward Meeting our Targets."

Monty Tech is committed to providing students with rigorous STEM learning opportunities, and so in recent years, the curriculum has been expanded to include Advanced Placement Programs (two English courses, two mathematics courses, two science courses, and one computer science course) and teachers have participated

% of Total AP Students with Scores 3+



in meaningful, high-quality professional development which has enabled us to successfully implement two Project Lead the Way biomedical courses.

The school is in its 7th year of administering Advanced Placement exams, and students enrolled in AP courses continue to improve their performance. In the spring of 2019, 68 out of 111 students (61%) earned qualifying scores — the highest number of students with qualifying scores we've ever had. Of these students, 79 out of 146 "exams" (54%) earned qualifying scores — the highest number of qualifying exams we've ever had.

This year, more than half of the students who tested in the following subjects received qualifying scores: AP Computer Science Principles, AP Literature & Composition, AP Environmental Science, and AP Language & Composition. The AP subject with the highest number of students with qualifying scores was AP Literature & Composition. It was also the AP subject with the most test takers with 31 students taking this exam. Students enrolled in AP Language & Composition, AP Environmental Science, and AP Computer Principles earned the highest (mean) average this year, compared to any prior year.

	Spring 2015 (SY14-15)	Spring 2016 (SY15-16)	Spring 2017 (SY16-17)	Spring 2018 (SY17-18)	Spring 2019 (SY18-19)
MT AP Courses	3	5	6	7	7
MT AP Student Enrollment	99	188	151	135	157
Students with Qualifying Scores	47 (53%)	39 (27%)	53 (44%)	46 (48%)	68 (61%)
AP Test Takers	89	145	120	95	111
Total # of Qualifying Exams	53 (46%)	44 (24%)	65 (44%)	58 (43%)	79 (54%)
Total # of AP Exams	116	187	148	134	146



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VOCATIONAL PROJECTS IN THE DISTRICT COMMUNITIES

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty-one different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2018-2019 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body Collision Repair Technology: The Monty Tech Auto Body shop benefited from new instructional equipment this year. A new silicon bronze MIG welder was added to the program, so that students continue to be trained in the industry's latest technologies. The shop floor was coated with a new epoxy flooring, and a new lift was installed and relocated to replace the old lift, updating and enhancing the instructional space. Three new Vacuum sanders were installed to keep the dust in the shop down, and four new shop benches were installed. In addition to the 80+ community service projects completed last year, students and instructors painted a sign for Hubbardston Council on Aging, as well as one of Monty Tech's vans. All Seniors received their EPA 6 H Certificate, I-Car Pro Level 1 in Refinishing and Non-Structural Repair Certification, and a SEM Plastic Repair Certificate. Six Seniors and two Juniors earned co-op placements, and one Senior traveled to Louisville, KY, competing in the SkillsUSA national competition in June 2018. A 2017 graduate of the program traveled to Russia to compete in the SkillsUSA World competition, where he placed an impressive 14th. **(Total student enrollment: 63)**

Automotive Technology: As in past years, the Monty Tech Automotive Technology program continues to service a variety of vehicles. Over 400 vehicles were serviced and repaired during the 2018-2019 school year, including vehicles brought in by faculty, staff, public, school and students. Students performed repairs that will prepare them for the workplace, such as timing belts,

electronic diagnostics, intake manifold gaskets, brake work and various other technical repairs. The program was awarded approximately \$200,000 from the FY20 Massachusetts Capital

Skills grant program, and will use those funds to provide a more comprehensive electrical and electronics training curriculum. Two Snap-On NC3 certification programs have been added, including digital multimeters and scan tool application. Nine students earned co-op placements throughout the school year, which is a testament to the strength of the program. The Monty Tech Automotive Technology program continues to be the area's premier workforce pipeline for automotive dealerships and businesses. For those students who plan to pursue advanced training, we have updated articulation agreements with 3 colleges/universities, as well as the 15 community colleges across Massachusetts. Over the last few years, our students have received more than \$28,000 in scholarships to attend University of Northwestern Ohio, and in 2018-2019, a Junior placed 1st in the UNOH nationwide scholarship testing, earning a \$5,000 scholarship. **(Total student enrollment: 60)**

Business Technology: Monty Tech's Business Technology program continues to benefit from a unique partnership with Workers Credit Union. The opportunity to participate in teller training and financial literacy workshops has been met with great enthusiasm from students, who completed 9 modules and earned a financial literacy certificate. As a member of the Massachusetts Schools Bank Association through the Federal Reserve Bank of Boston, Monty Tech students are able to compete in the Banking Bowl and Marketing Competitions. Workers Credit Union has also purchased a conference table, 6 chairs, and 2 new white boards to support the program. Instructors, in collaboration with their post-secondary colleagues, continue to refine and develop new articulation agreements. These agreements with Mount Wachusett Community College and Keene State College, will provide qualified students with college credits at no cost to the student. Students are eligible to receive 24 credits from Mount Wachusett Community College and 12 credits from Keene State. Opportunities to demonstrate customer service, cash handling, and accounting skills are ever-present as the Business Technology students successfully operate an in-house retail location, The Gear House School Store, and the Monty Tech Greenhouse. Eleven Seniors and four Juniors were out on co-op placements during the 2018-2019 school year. **(Total student enrollment: 80)**



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Cabinetmaking: Students and instructors in the school's Cabinetmaking program continue to spent time during the 2018-2019 school year manufacturing, assembling and installing maple benches for the Veterinary Science training center. Sophomore students crafted 400 pine beverage caddy's for the 2019 Superintendent's Dinner. Using reclaimed maple trees cut from the site of the new science wing, Cabinetmaking students fabricated furniture for Mount Wachusett Community College. Students and instructors also completed projects throughout the school and surrounding communities, to include: work tables and cabinet storage units for Graphic Communications, a large quilt display cabinet and storage for the Ashby Public Library, and custom built oak cabinets for CAD/Drafting & Design. To support a recent graduate who now attends WPI, students cut out multiple pieces on the CNC, which will be used in a solar decathlon project in Morocco. A total of 18 students (11 seniors and 7 juniors) earned co-op placements; making this the highest number of students out on Co-op in the program's history. **(Total student enrollment: 66)**

CAD/Drafting & Design: The Monty Tech CAD/Drafting & Design program is increasingly busy each year with outside projects, completing miscellaneous signs and banners for community sports events, craft fairs, and non-profit events. Students also played an instrumental role in 2019 Superintendent's Dinner, designing the layout and décor for this annual fundraising event, and ended the year by designing and installing signage throughout the building for the 2019 graduation exercises. A total of four students (one junior and three seniors) were on Co-op placements, working and learning in area businesses. Four students advanced to the SkillsUSA States competition, representing the program well. With funds awarded from the FY20 Skills Capital Grant, instructors created an all-new instructional space. The new fabrication lab includes equipment to support lessons in 3D printing, 3D scanning, Injection Molding, CNC work and laser cutting. Over the course of the 2018-2019 school year CAD/Drafting & Design students achieved over 100 industry-recognized certifications in AutoCAD, Inventor, Revit, and Solidworks. 2018-2019 was the most successful year for certifications due to the introduction of SolidProfessor, an online curriculum that was made possible by Perkins grant funding.

(Total student enrollment: 58)

Cosmetology: The Monty Tech Cosmetology program students and instructors provided numerous community services, including basic manicures to the residents at Heywood Wakefield Commons. Seniors and Juniors volunteered to be elves for the Wreaths Across America convoy celebration, where they did face painting, braids, and nail polish applications. The Freshman and Sophomore teachers have implemented Schoology this year, which will benefit both staff and students as they transition to Junior and Senior years. The Junior class held four fundraising events, donating \$2,300.00 to the Ava Roy Assistance Fund and raising funds so that they could travel to New York's International Hair show. Finally, for the third consecutive year, every senior successfully passed the Massachusetts Cosmetology State Boards, earning licenses to practice. **(Total student enrollment: 87)**

Culinary Arts: Monty Tech Culinary Arts students and instructors are always busy with the daily operation of the Mountain Room Restaurant, which is open for lunch from 11:30 am to 1:00 pm Monday through Friday. In addition to operating a full-service restaurant and bakery, serving 90-120 patrons daily, culinary students showcase their talents throughout the year, providing outstanding service at events that include the following: two Program Advisory Committee dinner meetings, four Monty Tech Foundation breakfasts, Monty Tech's Retirees holiday luncheon, a graduation reception, the Women in Technology event, Principal and Counselors' Day, the Monty Tech homecoming dance, MAVA meetings, all School Committee meetings and sub-committee meetings, the Gardner AARP luncheon and the MHCC volunteer luncheon. Community service opportunities for students are always a highlight, and this year our students prepared meals for Our Father's House (Fitchburg), and NEADS (Princeton) events. Students and instructors also prepared and donated pastry and baked goods to the House of Peace and Education in Gardner. The program's greatest undertaking is always the Annual Superintendent's Dinner scholarship fund raiser, during which students work side-by-side with some of the area's finest chefs, preparing a six-course dinner with extensive hors d'oeuvres for more than three hundred guests. Culinary Arts students value industry-recognized credentials, and were proud to earn Allergen Awareness and ServSafe Certifications. Senior students also competed in the SkillsUSA Meal Ready to eat challenge at the Framingham Armory. **(Total student enrollment: 95)**



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Dental Assisting: A critical component of the Monty Tech Dental Assisting curriculum is the preparation for the Dental Assisting National Board certification exams. In 2018-2019, every sophomore passed the DANB Infection Control exam, and every senior passed the DANB Radiology exam. All Seniors exposed 2 full mouth series on patients at their externship sites to meet the new requirements for the state. Two Seniors earned co-op placements, while the remaining 13 students participated in affiliation/externship experiences in area dental clinics and offices. Students and instructors welcomed Community Health Connections, a school-based dental hygiene program, and provided dental services to more than 60 students in need. Students were given valuable hands-on experience, assisting the staff from CHC during each dental procedure performed. Sophomore students provided dental education to students at Winchendon Memorial Elementary School and Meetinghouse Elementary School in Westminster, while four juniors assisted with the Kid Seal Program at Quinsigamond Community College. A new vacuum pump, which can be used by all four dental chairs, was purchased, as well as all new CPR manikins with feedback devices. (Total student enrollment: 61)

Early Childhood Education: Students and instructors in the Monty Tech Early Childhood Education program are committed to community service activities, and the 2018-2019 school year was no exception. In addition to studying early education and care concepts, students worked collaboratively to raise funds for Lucy's Love Bus, an agency that provides grants for children with cancer that are not covered by health insurance, as well as SkillsUSA Change for Children. They provided gifts for children at Cleghorn Neighborhood Center, and organized a "Diaper Drive" for the Gardner VNA Diaper Pantry, which resulted in more than 1,200 diapers being collected and delivered to this important community service agency. Twelve outstanding program graduates earned their CDA (Child Development Associate) credential. The Monty Tech Child Care Center continues to operate at full capacity, providing meaningful hands-on learning opportunities for all students in the Early Childhood Education program. (Total student enrollment: 60)

Electrical: Throughout 2018-2019, students and instructors in the Electrical program wired numerous machines, equipment, computers,

and lights throughout Monty Tech. Students and instructors successfully completed wiring equipment in the HVAC shop including six new welding stations, four new boilers, numerous outside condenser units, and all associated controls, as well as the school's new Automation, Robotics, and Mechatronics (ARM) Lab. With the completion of this new instructional space, instructors have written new curriculum, and are rolling out lessons in PLC (programmable logic controller) programming and associated wiring. This added element will increase the employability of Electrical students and graduates. The teacher station was also remodeled to improve shop tool use and organization, bringing the most utilized tools together. Nine seniors and four juniors earned Co-op placements. (Total student enrollment: 83)

Engineering Technology: The Engineering Technology program at Monty Tech is a rigorous program, infused with nationally certified curriculum provided by Project Lead the Way, and countless hands-on learning opportunities that provide students with opportunities to demonstrate creativity, make connections with prior learning, and earn college credits. In addition, all freshmen completed the OSHA 10-hour General Industry training. Three Seniors earned Co-op placements. New technology was added to the training program, including a Xerox Versalink C7020 multifunction color printer, three Amatrol table top mechatronics learning systems with pegasus robot, one Fanuc LR Mate 200ID/4S robot, one Festo MPS 203 Mechatronics system, and one Stratasys F270 3D printer. (Total student enrollment: 51)

Graphic Communications: Throughout the 2018-2019 school year, the students in Monty Tech's Graphic Communications shop produced numerous projects for our district cities and towns, and a variety of non-profit organizations in the district. In total, students successfully produced approximately 400 orders, saving cities, towns and non-profit organizations more than \$200,000. The program welcomed 22 freshmen students into a shop that was recently remodeled, and enhanced with new technology to include a printmaster press, a perfect binding machine, dye sublimation and all new Xerox copiers for our copy center. Three motivated students pursued and earned Co-op placements. Of the 21 talented seniors who graduated from the Graphic Communication program, 14 were accepted into colleges/universities and 8 chose to enter the workforce in related careers. (Total student enrollment: 86)



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Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. A unique collaboration with Mount Wachusett Community College enables Senior students to participate in an Emergency Medical Technician training program, earning eight college credits at no cost; 13 Seniors completed the EMT Course in 2018-2019. In addition, 12 seniors earned co-op placements, and 17 seniors received their National Clinical Medical Assistant certificate. Every junior enrolled in the Health Occupations program earned CPR certification; 24 juniors received their nursing assistant certificate, as well as a certificate in “A Habilitation Training Curriculum” from the Alzheimer’s Association. Students and instructors are particularly invested in community service, and as a result, students hand-made veteran’s day cards and sent them to the Bedford VA Hospital, bought gifts and clothing for the Fitchburg Community Christmas party, hosted an American Red Cross Blood drive, and held a “Baby Shower” benefiting Battered Women’s Resources, Inc. (**Total student enrollment: 106**)

House Carpentry: Monty Tech’s House Carpentry program supported a number of community organizations during the 2018-2019 school year, by building and installing two walls in Graphic Communications, stripping and re-roofing a section of the roof at Princeton Town Hall, building a carriage house for NEADS in Princeton, building a lean-to roof at Hubbardston DPW to cover sand and salt, rebuilding the ceiling in the weight room in the gym, and expanding the bathroom at the Lunenburg Town Hall. Students also handcrafted countless Adirondack chairs for charitable donations. A total of ten students (nine seniors and one junior) earned co-op placements throughout the school year, while all sophomore students successfully completed the OSHA 10-hour Construction training, which enables the students to work on outside projects and qualifies them for the school’s popular co-op program in their junior year of study. (**Total student enrollment: 63**)

HVAC & Property Maintenance: Students and instructors in the HVAC & Property Maintenance program were awarded grant money to develop an oil burner technician training program, in partnership with Monty Tech’s

Continuing Education Department. Students completed a beneficial shop remodel, installing new oil burner training modules to be used by both day and evening students. New boiler and furnace lab space was completed, providing students with additional “hands-on” learning experiences while remaining in shop. The tool crib was also reconfigured, and a new shop position was created, Service & Parts Manager, to reflect the requirements in the industry. Students working as the shop managers are tasked with keeping accurate records of all material being used in shop and recording them on a shared Google document. New welding stations are up and running, an effort made possible by the school’s Electrical, Welding, and the Auto Body Collision shops. Electrical wired everything including the state of the art variable speed exhaust fan. Welding built the benches and installed the exhaust hood, and Auto Body painted the work stations. The outside rack for the air conditioners is now complete and being used, and three new stations for furnaces, air conditioning split systems and the new oil supply tank are securely maintained in that space. Students earned National EPA Certification for refrigerant recovery, and a total of ten students (six seniors and four juniors) were placed in area businesses through the school’s popular co-op program. (**Total student enrollment: 60**)

Information Technology: The Information Technology program continues to offer students more industry-recognized certificates than any other program at Monty Tech. It is an accomplishment our instructors are so proud of, as these certifications affirm the technical skill proficiency needed for so many entry-level careers in networking and information technology. All Freshmen completed the OSHA 10-hour General Industry training and VEX Robot Certification. All Sophomores passed the IC3 Certificate Exam for basic computer hardware, software, and internet knowledge and skills, as well as the Test-out PC Pro Certificate exam, the Cisco IT Essential course for computer repair and maintenance, and the Introduction to Networking course. One sophomore, one junior, and one Senior passed the COMPTIA A+ exam. All Juniors sat for the CIW Advanced HTML5 & CSS3 Certification exams in June, in addition to the Cyber Security Operations Final Exam. Seniors completed the Python Programming course and participated in the AP Computer Science Principles course, which resulted in nine students earning



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qualifying scores. Four students earned co-op placements, applying their technical skills in area businesses. In total, more than 400 hours of community tech support were completed, which involved hardware and software troubleshooting on desktops, laptops, printers, and mobile devices. (Total student enrollment: 41)

Machine Technology: Throughout the 2018-2019 school year, instructors were able to train Machine Technology students in precision measurement, and granted more than 300 certifications to students accordingly. All new CNC and new cutter technology was used, and a new print reading curriculum was introduced. All freshmen received their OSHA 10-hour general industry certification, while all Seniors and six juniors earned co-op placements, working and learning in area machine shops. Machine Technology students and instructors also completed a number of outside projects, which included engraving school plaques, and assisting Athol High School with teaching and certifying students in NC3 Precision Measuring Instruments. (Total student enrollment: 45)

Masonry: The talents of Monty Tech Masonry students are on display throughout the district, as projects that were completed this year to include: installation of a concrete walk for the LUK Organization, stone veneer inside the offices at NEADS, stone veneer and paver sidewalk at the garage at Monty Tech, repairing a marble floor in the mausoleum at Fitchburg's Forest Hill Cemetery, repair of stone steps at the gazebo on Fitchburg's Upper Common, installation of a handicap ramp at Saima Park, as well as several projects around the school. Students continued to maintain the OSHA silica standard, in a program that operates in compliance with trade regulations. The Masonry program also benefited from new equipment, dust free saws and grinders. Five seniors and two juniors earned co-op placements, and continued to refine their skills working with business partners through the school's co-op program. (Total student enrollment: 61)

Plumbing: The 2018-2019 school year saw 19 freshmen enter the Plumbing trade at Monty Tech., all of whom successfully completed OSHA 10-hour General Industry safety training, while the sophomores completed OSHA 10-hour Construction Training. Seniors earned the Mega-Press certification, while the sophomores attended training in PEX Piping Systems at the Viega training facility in Nashua, NH. Students and instructors worked at the Bresnahan Scout

& Community Center in Ashburnham, installing sinks in the kitchen area, and finishing a bathroom. A bathroom was also remodeled for the Town of Lunenburg, making that space ADA compliant for those attended important town meetings. Students and staff spent time in Winchendon, installing water filters at Memorial, and replacing water coolers at Murdock, Memorial and Toy Town Elementary. A bathtub was replaced with a shower stall & grab bars for the Gardner Habitat for Humanities house, to aid a homeowner with disabilities. Compressed air service lines were installed in the school's new ARM lab, and countless maintenance issues were attended to throughout the building. Eight seniors and one junior participated in the co-op program. One Senior received the 2019 Vocational Tech Plumbing All Star Award given by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts, while another was recognized by the Central Mass Plumbing & Gas Inspectors Association – awards that will help these talented graduates as they pursue advanced training in the field. (Total student enrollment: 71)

Veterinary Science: 2018-2019 marked a very special year for the school's newest vocational training program, veterinary Science. Students and instructors were moved in to the new training center, taking every advantage the new 7,500 sq. ft. state-of-the-art facility could provide. After another successful exploratory program, 22 students were accepted into the program and are proud to be Monty Tech's 2nd class of Veterinary Science students. All freshmen completed the OSHA 10-hour healthcare training, and spent the second semester engaged in introductory animal science lessons, as well as a number of valuable field trips to support the new curriculum, with trips to: UMASS Amherst to study Equine Reproduction Medicine, and Lilac Hedge Farm and Jordan's Dairy to observe agricultural production facilities in Massachusetts. Sophomores worked through some very challenging curriculum, covering units in client services, hospital management, anatomy, pathology and laboratory procedures. They visited Flying High Farm in Lunenburg to work with horses and complete the program's large animal requirements, and also toured Idexx laboratories in North Grafton, MA to observe all aspects of clinical pathology. All sophomores gained certification in Fear Free Handling, an industry recognized achievement which will open doors for them throughout the area. (Total student enrollment: 44)



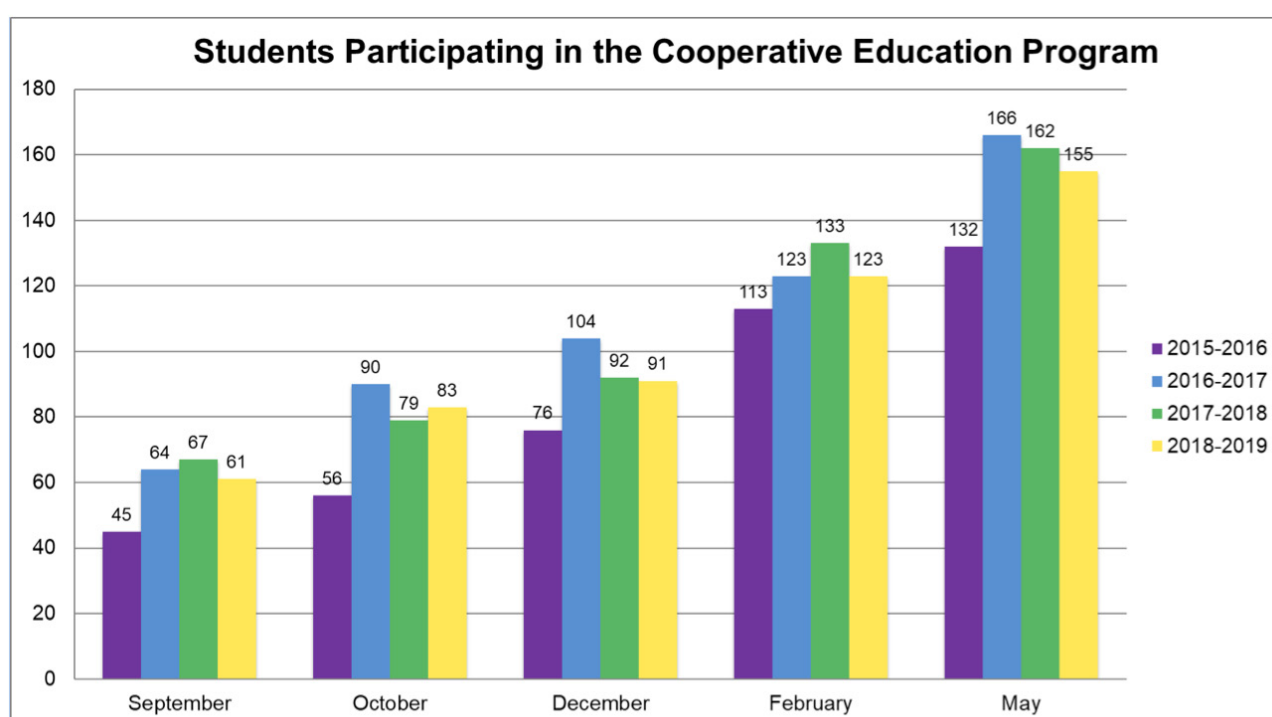
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Welding/Metal Fabrication: The 2018-2019 school year brought new equipment - a 4 ft Squaring Shear - to the students in the school's Welding/Metal Fabrication program. Numerous projects were completed by talented students, including more than fifty requests for individual projects from community members residing in the school's sending district. All freshmen students successfully completed the OSHA 10-hour General Industry training,

and instructors implemented new online curriculum for the Junior related theory class. Seniors competed in the Notch Mechanical pipe welding competition, and eight upperclassmen (four seniors and four juniors) were placed in area shops, working and learning from trade professionals who support the school's co-op program. (Total student enrollment: 57)

CO-OPERATIVE EDUCATION AND STUDENT PLACEMENT



The Cooperative Education Program is an extension of the student's technical education that combines classroom instruction with on-the-job-training. The Co-op Program provides students with an opportunity to further develop academic, technical and employability skills in an industry work environment. All students are eligible to participate in Co-op Program, provided they satisfy state and school grade, attendance and performance requirements. All Co-op students have completed the OSHA recognized Career Safe online health and safety course.

The Cooperative Education Program is beneficial for both student and employer. For the student, it is a chance to gain on-the-job training that improves both their technical and employability skills.

Additionally, making industry connections enhances post-graduate employment opportunities. The Co-op Program allows students to earn while they learn.

Employer benefits include addressing workforce needs in an efficient manner. Co-op students provide a pool of temporary and potential full-time employees who are already trained, thus reducing employer training costs. Co-op work hours may be tailored to suit the needs of partnering employers. During the 2018-2019 school year, approximately 22.4% of qualified students (Juniors and Seniors) earned Co-op placements, working, learning and applying their technical skills related in area businesses.



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STUDENT SUPPORT SERVICES

During the 2018-2019 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker that participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech language pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions, mental health emergency treatment, medical/mental health re-entry and transition support services, as well as crisis intervention.

The school's Director of Student Support Services oversees the District's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

TECHNOLOGY

The 2018-2019 school year marked the end of the first 3-year lease for the school's popular 1:1 Chromebook initiative. Students and instructors have expanded access to instruction through the use of this important technology. To support this effort, the District's Technology Department spent countless hours during the school year upgrading the network to include new switches, wireless access points, fiber lines, and firewall.

Department personnel upgraded the learning experience for students, reconfiguring the Engineering Technology shop with all new HP Z stations and eight Z book laptops, and installing ten new SMART boards throughout the school. To complement the Google classroom experience, the Monty Tech Technology Department added Schoology to the list of its many resources and supports for instructors. The District's Instructional Technologist and four academic instructors attended the annual Schoology Conference, with the goal of identifying new solutions, technologies, and best practices that will enhance the school's technology-driven approach to education.

To support these expanded technology needs, Monty Tech successfully completed a number of necessary infrastructure upgrades, using federal e-rate dollars totaling \$116,511. The school's external bandwidth speeds have been increased to 2.5 GB and internal bandwidth to 10GB to better ensure continued connectivity and speeds appropriate with a high-use learning community.

MARINE CORPS JROTC

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) had a productive 2018-2019 school year. The Cadet Corps stood a formal Inspector General inspection and achieved a "Mission Ready" grade, and due to outstanding performance throughout the year, Monty Tech's Marine Corps Junior Reserve Officers' Training Corps program was designated as a Marine Corps Honor School. Selection for the Marine Corps Honor School means that the school's Marine Corps JROTC program was in the top 15% of the 68 other programs in Region 1. Region 1 includes schools from the mid-Atlantic and Northeast U.S. The selection is based on several criteria including:

- Inspector General's inspection results
- Number of cadets in the program
- Number of community service hours conducted
- Number of public affairs events attended by cadets



Montachusett Regional Vocational Technical School

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- Number of academic awards presented to cadets
- Participation in drill team competitions, marksmanship competitions, physical fitness competitions, and field trips that support the growth and development of the cadet

Because of this distinction, Monty Tech MJROTC instructors are allowed to nominate up to six cadets to each of the three service academies — U.S. Naval Academy, U.S. Military Academy and U.S. Air Force Academy. This is the 8th time the program has earned this distinction since 2007.

The Monty Tech JROTC Cadet Corps was honored to once again host the Wreaths Across America Convoy with a remembrance ceremony as it made its way down to Arlington National Cemetery.

The Cyber Security Team received national recognition by securing a place to compete in the Air Force Association's National Cyber Security Competition held in Baltimore, MD, for the ninth consecutive year. The competition field began with over 1900 hundred teams battling for just 13 seats, and Monty Tech placed 5th in the highly competitive field in the all service division.

The 2018-2019 Corps of Cadets completed over 9,600 hours of community service, conducting a major food drive with United Way, completing a 10 mile March A Thon that raised \$21,000 in support of NEADS, and spending five weekends working with the local Salvation Army helping to raise over \$21,000 for needy families. The Monty Tech Cadet Corps provided 31 Color Guards for local civic and veteran ceremonies, and supported 19 community service projects throughout North Central Massachusetts. Through civic engagement and veteran affiliation, our Cadets received more than \$180,000 dollars in scholarships.

STUDENT ATHLETICS

The Monty Tech athletic program was proud to provide meaningful extracurricular activities to more than 500 students during the 2018 – 2019 school year, participating on our freshmen, junior varsity, or varsity teams. Fourteen teams competed in the fall 2018, thirteen during the winter season and 11 representing the school in the spring of 2019.

The varsity football team showed some improvement on the season, ending with a record of 3-8 and an eye toward

the future. The Varsity Boys Soccer team finished the regular season with an 11 – 5 – 2 record, led by Rubelsi Moran who had 22 goals and 8 assists on the season. The young JV Boys team was 4 – 5 – 2, and looks to have a promising future. The Varsity Girls Soccer team finished at 7 – 9 – 2 missing the playoffs by only one win. The JV Girls Soccer team was 9 – 4 – 1 and will help the varsity in the future years. The Varsity Field Hockey team was 8 – 10, while the JV Field Hockey team finished with a 4 – 4 – 1 record, with all freshmen and sophomores on the roster. The Varsity Golf team struggled a bit, but finished with a 4 – 8 – 1 record. The JV golf players continued to work on their game and participated in some JV tournaments and some official matches. The Varsity Girls Volleyball team finished at 4 – 16, while the JV Girls were 8 – 7. The Varsity Boys Cross Country team was 8 – 1, finishing an impressive 2nd place in the Colonial Athletic League. Unfortunately, the Girls Cross country program could not recruit enough girls to compete as a team, but the two female seniors competed with the boys throughout the season.

The Boys Varsity Basketball team finished with a 5 – 15 record; the JV team finished with a record of 7 – 11 and looks forward to sending some talented players to the Varsity team next year. The Varsity Girls Basketball team had the best campaign in school history, finishing with an impressive 17 – 3 record and winning the Colonial Athletic League Championship. They continued the season, winning the State Vocational Tournament, beating Bay Path, 65 – 37 and Blackstone Valley Tech 51 – 40 in the Championship game. They won three straight games in the Central Mass Division IV tournament over Quaboag, 64 – 59, Douglas, 62 – 35 and Blackstone Valley Tech 61 – 44, and defeated Maynard in the Finals, winning the first District Championship for girls basketball 56-49. They moved on to the State Tournament where they played Hopkins Academy in the Semi-Finals, losing 55 – 48. Two seniors, Erica Regan and Emily St. Thomas each reached 1000 points for their career in early February. Emily now holds the school record for points. The JV Girls also enjoyed a strong season, finishing 15 – 3, and hopes to see some strong players advance to the Varsity level next year. The Wrestling team competed in a number of tournaments, where standout athlete Isiac Paulino won 40 matches; as a freshman he is well on his way to 100 career



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wins. The Boys Indoor Track and Field team was 3 – 5 and the Girls team 0 -8 as they look to improve for the spring season.

The Varsity Boys Ice Hockey team was 6–10–4, and the Girls Ice Hockey team continues to improve each year, graduating only 2 players and expecting at least five to return.

Due to poor field conditions the baseball teams have been unable to play their home games at Monty Tech, but have continued to represent the District well. The Varsity Baseball team was 9–11, qualifying for the post season tournament by winning the CAL Small School division. They lost to Uxbridge 3 -0 in a hard fought game. The JV team finished the season with a record of 5–7 and the Freshmen with a record of 2–5. The Varsity Softball team continues to excel, finishing 2nd in the Colonial Athletic League with a record of 14–6 in the regular season, and winning the first two games in the Districts to advance to the District Semi-Finals. The talented team beat AMSA, 12–6 and Narragansett 10–6 before losing to Millbury 12–2. The JV Girls Softball team was also impressive, finishing 9–4 on the season, and should provide some talented players to future teams. Boys Varsity Lacrosse finished with a 5–13 record and the JV played hard throughout the season. The Varsity Girls Lacrosse team was 7–12, an improvement over last year and finished 3rd in the Colonial Athletic league, while the JV team finished with an outstanding record of 14–3. The Boys and Girls Track & Field teams both saw an increase in participation, and finished strong with records of 4–5 (boys) and 4–9 (girls).

Congratulations to the Outstanding Male and Female athletes for 2018-2019, Connor Dandy and Cassie Skinner.

MONTY TECH SCHOOL OF CONTINUING EDUCATION

The Monty Tech School of Continuing Education continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2018, Monty Tech offered 130 classes with 980 registrations and during the Spring 2019 semester; there were 102 post-graduate and continuing studies courses, with 793 registrations.



The program is on track to support the North Central Massachusetts workforce readiness pipeline with an increase in career and licensure courses. The students earn industry-recognized

credentials, and participate in externships to support the hands-on learning component. We continue to increase our small business partnerships, and the number and quality of personal enrichment classes – sewing, knitting, acrylic painting and glass fusing, to name a few. Catalog distribution has more than doubled, from 80,000 to 170,000 copies, and the relatively new online registration feature continues to add value to our students and instructors.

In Spring 2019, we offered an all-new Oil Burner Technician certification prep course. Students in the newly established the 120-hour program trained on new boilers and burners, and upon completion earned the opportunity to sit for the oil burner technician state licensing exam. This course provides our community members with a high quality, affordable entry into a viable career pathway. We also added an EPA 608 certification course to benefit students in the HVAC industry.

Our medical course offerings now include Pharmacy Technician, Certified Medical Billing and Coding, EKG, Phlebotomy, Certified Nurse Aide, Patient Care Tech, and Medical Terminology.

The continued success and sustainability of an adult education program is based on hiring quality instructors and meeting the needs of the community and supporting workforce development. Our goals in the coming year include identifying additional training opportunities to meet the needs of the regional workforce, provide affordable and meaningful training opportunities to our nontraditional student population, and expanding programming to include off-site, daytime training opportunities across the region.

PRACTICAL NURSING PROGRAM

The Monty Tech Practical Nursing Program is designed to prepare graduates to practice safely and ethically in a caring manner for patients who are experiencing common variations in health status in diverse health care settings.

On June 27, 2019 a graduating class of 28 students completed the Practical Nursing Program and entered the nursing profession. The class achieved a pass rate of 96%, with 27 of the 28 graduates passing the NCLEX-PN exam (National Council Licensure Examination for Practical Nurses). One graduate will pursue the examination in the coming months.

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All of the 2019 graduates are currently employed in the health care profession throughout Massachusetts, and many are working within the eighteen cities and towns of the Monty Tech school district as Licensed Practical Nurses in various health care settings, such as long-term care, sub-acute care, mental health/ substance abuse facilities, physician's offices and correctional medicine.

The Monty Tech Practical Nursing Program continues to strengthen the "LPN to BSN (Bachelor of Science in Nursing) Bridge" relationship with Fitchburg State University. Several 2019 graduates are pursuing seats in the LPN to BSN program at FSU and will be continuing their education to the Bachelors in Nursing. Many class applicants cited their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University. In the 5-year history of the Bridge Program, all of Monty Tech's Practical Nursing graduates reaching graduation at FSU have passed their RNNCLEX exam.

Monty Tech Practical Nursing students are now completing patient scenarios in the Sim Lab on a weekly basis in Terms 2, 3, and 4. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios and authored several others consistent with our curriculum frameworks, and have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting. Instructors have successfully developed and implemented a library of scenarios reflecting INASCAL Standards (International Association for Clinical Simulation and Learning).

In Maternity Sim Lab Boot Camp, students utilize the new simulation models to imitate the birthing process, from obstetric office visits through labor and common post-partum complications. Well newborn care is also taught. Student feedback has been positive regarding these new maternity scenarios, stating it better prepares them for an unexpected outcome during a delivery. This expanded content also better prepares students for NACE (Nursing Acceleration Challenge Exam) success at FSU.

Substance abuse and the mental health setting job opportunities have increased with more funding being provided to combat the opiate crisis. Having a clinical rotation at AdCare Hospital in Worcester, and performing simulation scenarios involving substance abuse clients, has better prepared our graduates to work in a substance abuse clinical setting, as well.

We are expecting an accreditation visit from the Massachusetts Board of Registration in Nursing this year. Our goals include stabilization of faculty positions, securing a certified Simulation Instructor, and pursuance of ACEN (Accreditation Commission for Education in Nursing) or other accreditation status to more accurately reflect the changing environment of nursing education.

LOOKING AHEAD

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand Health Occupations program to include vital diagnostics: Monty Tech was awarded a generous \$385,000 Skills Capital Grant, a portion of which will benefit the staff and students of the Health Occupations program. To better prepare our graduates for a variety of careers in the health sector, the school will purchase new diagnostic equipment to train students in the proper procedures for testing for cholesterol, blood sugar, lead, lung volume, and more. In addition, the program will receive state-of-the-art virtual dissection technology, bringing lessons in anatomy and physiology to new heights. This equipment, provided by Anatomage and most often found on college campuses, is expected to engage students and bring a deeper level of knowledge and understanding to students as they explore the human body and its complex systems.

Celebrate the completion of an all-new Automotive Technology simulation lab: The \$385,000 Skills Capital Grant award will also fund an all-new Automotive Technology simulation lab, which will include the latest technology in trainers and simulators aligned with NATEF standards. At Monty Tech, students are presented with countless opportunities to earn industry-recognized credentials. These certifications are not only a testament to the skills they have developed while enrolled at Monty Tech, but also will ensure our graduates are more employable upon graduation. To that end, the Monty Tech Automotive Technology instructors have proposed adding



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NC3 Automotive Diagnostic Certifications to the program. In partnership with Snap On Tools, Monty Tech will now present students with a more sophisticated technical training program and opportunities to earn all-new diagnostic credentials, validating their experience and ability to diagnose and service today's computer-controlled vehicles. In addition, the program will also receive new automotive lifts, floor jacks, engine stands, chargers and an air table, to ensure students are trained on equipment that will prepare them for careers in the automotive industry.

Roll out affordable veterinary care services in the school's new veterinary clinic: A project more than 7 years in the making, the Monty Tech Veterinary Clinic is now open, providing affordable veterinary care to pets across the region. The roll out of services continues throughout the 2019-2020 school year, with routine wellness care visits, affordable medications and vaccinations, diagnostic services, primary care surgical services, stable urgent care, compassionate end of life care, and dentistry. Monty Tech is proud to offer veterinary care services to families with valid EBT cards (food stamps) residing in the Monty Tech District. The 7,500 sq. ft. clinic also houses a grooming salon, preparing students for yet another high-demand animal care occupation. There are no eligibility requirements to receive services in the Grooming Salon.

THE MONTY TECH SCHOOL COMMITTEE

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures. Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2018-2019 School Committee for their outstanding service.

Brian J. Walker, Fitchburg, Chair
Diane Swenson, Ashburnham, Vice Chair
Julie Marynok, Secretary
Norman J. LeBlanc, District Treasurer
Peter Capone, Ashby
Toni L. Phillips, Athol
Whitney Marshall, Barre
Dr. Robert Babineau, Fitchburg
Dr. Ronald Tourigny, Fitchburg
Melanie Weeks, Fitchburg
Matthew Vance, Gardner

James S. Boone, Gardner
Amy Morton, Harvard
James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Barbara Reynolds, Lunenburg
Edward Simms, Petersham
Eric Olson, Phillipston
John P. Mollica, Princeton
Mary C. Barclay, Royalston
William Brassard, Sterling
John Columbus, Templeton
Ross Barber, Westminster
Dr. Maureen Ward, Winchendon

Respectfully Submitted By:

Sheila M. Harrity, Ed.D.,

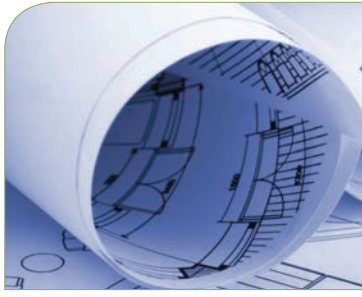
Superintendent-Director, January 24, 2020

Montachusett Regional Vocational Technical School
1050 Westminster Street

Fitchburg, MA 01420

(978) 345-9200 • www.montytech.net





TOWN OF ASHBURNHAM BUILDING & INSPECTIONAL SERVICES



Zoning Board of Appeals

Annual Report 2019

To the Honorable Board of Selectmen and the Citizens of Ashburnham

The Zoning Board of Appeals has heard the following appeals:

Appeal No.	Applicant/ Address	Hearing Date	Decision Date	Relief Sought	Action
19-01	Lisa Batarache & Chris Callahan 28 Spruce Drive	4/3/19	4/3/19	Allow an addition for covered porch on a non-conforming lot.	Grant SP with Conditions Conditions: Porch to remain open Steps to be moved from front to side of driveway Must comply with code, subject to Building Inspectors approval
19-02	Rita King 204 Lakeshore Drive	6/5/19	6/11/19	Allow removal and rebuilding of barn/garage that is on a larger footprint, on a pre-existing non-conforming lot.	Grant SP with Conditions Condition: New building to maintain 4' setback from East property line Operational gutters to be installed on Eastern side. Building height not to exceed 35' Structure not to exceed 24 x 42. No interior plumbing
19-03	Don Rice 106 West Shore Drive	8/14/19	8/14/19	Allow building of garage that will not meet setbacks	Grant SP with Conditions Conditions: Garage to be no closer than 5' to lot line No habitable space above garage Mean grade not to exceed 25'
19-04	Rachel Metterville 16 Old County Road	8/14/19	8/14/19	Seeks SP for home occupation (farm/farm stand) to raise chicken & produce.	Grant SP with Conditions Conditions: No more than 50 birds.
19-05	Earth Land Development 15 Rindge State Road	9/11/19 & 10/16/19	10/16/19	Application was to allow 35 mobile/manufactured homes - Applicant requested to Withdraw after legal ad was posted - Therefore meeting was to open decide if ZBA would accept withdrawal of application from applicant.	Accepted the Withdrawal with out prejudice

Respectfully submitted,

David Perry, Chairman
Terry Girouard, Rich Archer, Mark Carlisle, Elaine Membrino
Bob Fichtel (alternate)



Electrical

Annual Report 2019

To the Honorable Board of Selectmen and Residents of the Town of Ashburnham:

As Inspector of Wires I submit the following report of activity for the year ending December 31, 2019.

ELECTRICAL PERMITS 174 \$ 23,825.00

It is required that prior to the performance of any electrical work, an Electrical Permit must be obtained as required by Law and must be performed by a licensed and qualified electrician. An electrical permit will be issued only if a licensed electrician is performing the work. The State Workers Compensation form needs to be submitted with the electrical permit along with a Certificate of Liability Insurance.

The Electrical Inspectors job is to ensure that the State Electrical Code is strictly, yet fairly, enforced in order that electrical systems work may be completed and operating safely in a timely manner through:

- Customer service at initial contact and throughout the process that is responsive and helpful, whether for a construction project or complaint resolution
- Plan and application review for Electrical Code compliance
- Issuance of Electrical Permits
- Thorough professional completion of all field inspections
- Inspection for Occupancy Permits

Permits are available at the Town Hall Land Use Office during regular business hours and also available on-line at www.ashburnham-ma.gov.

I would like to thank Heather Ruziak for her service as the Land Use Administrator Land Use Clerk and the Assistant Inspectors, Joseph Olivari, and Harry Paraviainen, as well as the cooperation of all the other town departments.

Respectfully Submitted, Richard Cannavino
Electrical Inspector

Gas & Plumbing

Annual Report 2019

To the Honorable Board of Selectmen and the Citizens of the Town of Ashburnham:

The following report of the Inspector of Plumbing and Gas is submitted for your approval for the year ending December 31, 2019.

PLUMBING & GAS PERMITS 123 \$12,115.00

The law requires that a plumbing and/or gas permit be obtained prior to any work being performed. Plumbing and/or gas should be done by a duly licensed and qualified plumber. The State Workers Compensation form needs to be submitted with the plumbing/gas permit along with a Certificate of Liability Insurance.

Plumbing and gas fitting installations are controlled through enforcement of the Commonwealth of Massachusetts State Uniform Plumbing & Gas Codes. The Plumbing & Gas Inspector issues permits for installation of gas piping and appliances, plumbing, and conducts pre-sewer installation inspections. Inspections are conducted as necessary to ensure compliance with State Codes, and final inspections are conducted for the purpose of issuance of a certificate of occupancy.

The plumbing/gas inspectors main objective is to ensure that the State Plumbing and Fuel Gas Codes are strictly, yet fairly, enforced in order that plumbing and fuel gas systems work may be completed and operating safely in a timely manner through:

- Customer service at initial contact and throughout the process that is responsive and helpful, whether for a construction project or complaint resolution
- Plan and application review for Plumbing and Fuel Gas Codes compliance
- Issuance of Plumbing and Gas Permits
- Thorough professional completion of all field inspections
- Inspection for Occupancy Permits
- Maintenance of accurate and complete records

Permits are available during regular business hours at the Town Hall Land Use Office and also available on line at www.ashburnham-ma.gov.

I would like to thank Heather Ruziak for her service as the Town's Land Use Administrator as well as Jim Imprescia, the Assistant Plumbing Inspector, for their assistance throughout the year.

Respectfully Submitted, Wayne Little,
Plumbing/Gas Inspector



Planning Board

Annual Report 2019

To the Honorable Board of Selectmen:

The Ashburnham Planning Board consists of five (5) elected members and one (1) appointed Associate Member. The Board has the responsibility of reviewing proposed development projects (residential subdivisions, business/commercial and industrial site plans, Common Driveway Special Permits, Open Space Residential Developments, Accessory Dwelling Unit Special Permits and Scenic Road Permits) and makes decisions on them in accordance with state/local bylaws & regulations. The Zoning Bylaw also allows the Board to review major residential developments to preserve the natural and cultural resources of Ashburnham by insuring the larger-scale of conversion of land to residential use does not consume all of the Town's woodlands, fields, farmlands, historic structures and landscapes, cart paths, stonewalls, geologic formations, water courses, wetlands, riparian zones, groundwater recharge areas, hilltops, scenic vistas, and other significant open spaces as well as providing a public voice and public authority in consideration of alternative approaches to conventional residential developments.

The Planning Board's official powers and responsibilities are provided through the Ashburnham Subdivision Regulations, Zoning Bylaws and as prescribed under the authority of the Subdivision Control Law enacted under Chapter 41, Section 81A-81GG of the Massachusetts General Laws. These rules and regulations have been enacted for the purpose of protecting the safety, convenience and welfare of the inhabitants of Ashburnham by regulating the laying out and construction of ways in subdivisions and providing access to lots therein.

The Board would also like to take this opportunity to thank the Land Use Administrator Heather Ruziak and Land Use Clerk Donna Burton for all the hard work that goes on behind the scenes. Heather and Donna are the first people that the public interacts with as our Board is part time and only meets at night Heather and Donna are the face of the Board during Town Hall business hours.

Following the 2019 Annual Town election, Walt Meissner was elected to the board for a 5 year term. The five-member board reorganized, and Roger Hoyt was reelected to the position of Chairman, Richard Wright was reelected to serve as Vice-Chairman, and Jerilyn Losordo was reelected to serve as Clerk to the Board. The Planning Board regularly met on the 2nd and 4th Wednesday evenings at 6:30 p.m. in the Town Hall. The Board continues to monitor previously approved Lakeview Estates and Bray Avenue

subdivisions during the construction process. During 2019 work resumed at the Bray Avenue subdivision and is expected to be completed in the coming year.

The Board approved multiple ANR plans during the year. No new Preliminary or Definitive Subdivisions were submitted to the Board during 2019. The Board approved two Common Driveway applications during the year. Two applications for Site Plan Review were submitted to the Board during 2019. A Minor Site Plan Review was approved for Triumph Play Systems on Maple Avenue and a Site Plan review was approved for the New Cooke Hall Dormitory on the campus of Cushing Academy.

Acceptance and approval by the Attorney General of the by-law to regulate the time, manner, and place of recreational marijuana facilities in Ashburnham was received in early 2019 with the effective date of the regulations being the date of the 2018 Fall Town meeting. A revised Signage bylaw developed with the assistance of the Ashburnham Economic Development Commission was approved at the Town Meeting.

Work on updating sections of the town's Master Plan and Housing Production Plan will continue with the assistance of the Montachusett Regional Planning Commission (MRPC).

With deep regret, the Board accepted the resignation of longtime member Joe Kalagher from the Board in June. Joe dedicated years of time and effort to the Planning Board and the Town of Ashburnham. The Board would like to thank Joe for all his hard work while working with the Board on behalf of the Town. Larry Boudreau was appointed in July to fill the position until the next election.

The Planning Board continues to have a great deal of information on the Town's website where it can be viewed at www.ashburnham-ma.gov. The Planning Board may also be contacted by e-mail at planningbd@ashburnham-ma.gov. We welcome your comments on the website. Meeting agendas and minutes may be viewed on mytowngovernment.org. The Board also conducts Open Discussion at the start of each meeting, those having questions and concerns about the planning process in the town are encouraged to attend.

Respectfully submitted, Roger Hoyt, Chairman (2021),
Richard Wright, Vice Chairman (2022),
Jerilyn Losordo, Clerk (2023),
Walt Meissner (2024), Larry Boudreau (2020),
William Nolan, Associate Member (2021)



Conservation Commission

Annual Report 2019

To the Honorable Board of Selectmen and the residents of the Town of Ashburnham:

The Ashburnham Conservation Commission was created in 1962 pursuant to MA General Law Chapter 40, Section 8C, i.e. the Conservation Commission Act of 1957. Initially consisting of five (5) members, the passage of Article 1 at the 18 June 1973 Special Town Meeting increased the Commission membership to seven (7). Over the past 12 years, however, Commission membership peaked at five only once, briefly in 2015; otherwise, it has lingered between three and four members. Fortunately, in early 2019, the Commission was pleased to welcome Kristin Godfrey, an ecologist with extensive natural resource experience, as its newest member. Regardless, the Commission continues to seek volunteers to achieve its membership goal and to assist in the protection, conservation and management of the Town's natural resources. Please contact the Town Administrator for membership information.

During the 2019 calendar year, the Commission held eighteen (18) meetings, reviewed approximately 62 applications, and worked with numerous potential applicants, lake associations, lands trusts and State agencies. Our steady workload included the processing of ten (10) Determinations of Negligible Impact, seven (7) Requests for Determination of Applicability, twenty-three (23) Notices of Intent/Orders of Conditions, three (3) Extended Order of Conditions, two (2) Amended Order of Conditions, one (1) Enforcement Order and sixteen (16) Certificates of Compliance. The Commission and its Agent also reviewed six (6) Forest Cutting Plans, one (1) Aquatic Vegetation Management Plan and one (1) Lake Drawdown Program.

In addition to administering the State's Wetlands Protection Act, the River's Act and the Ashburnham Wetlands Protection Bylaw, the Commission continued its role as land stewards for properties under the care/custody and management of the Commission, and properties for which the Commission holds a Conservation Restriction (CR), such as the 80-acre 'Thoma' property along Willard Road. This past year, Commission member Chris Picone and staff from the MA Department of Conservation & Recreation conducted the annual monitoring of the property, a requirement of the Forest Legacy Program administered by the US Forest Service.

The Commission also participated in the ongoing Crocker Farm/Jewell Hill Conservation Project involving the protection of 300± acres in Ashburnham, Fitchburg and Ashby, with approximately 105 acres located in Ashburnham. Working with Vanessa Parker-Geisman (Land Protection Specialist at The Trustees of Reservations), Janet Morrison (Ashburnham resident and land conservation consultant) and members of the Town's Open Space & Recreation Committee (OSRC), Ashburnham was awarded over \$300,000 from the MA Executive Office of Energy & Environmental Affairs Division of Conservation Services. This State grant will facilitate the Town's purchase of a Conservation Restriction (CR) on the Ashburnham acreage, to be held by the Conservation Commission. Once completed, the tri-community Crocker Farm/Jewell Hill property will be owned and managed by The Trustees of Reservations for the purposes of conservation, water supply protection, preservation of rare species habitat, active agricultural/farming activities, education, and passive recreation by members of the public.

Besides the Crocker Farm/Jewell Hill Conservation Project, Commission chairman Marshall Dennis and the OSRC continued to work on implementing and updating the Actions/Priorities set forth in the State-approved 2014 Update of the Open Space & Recreation Plan (OSRP). These actions are a requisite precursor to preparation of the next OSRP update, due in November 2021. Absent a State-approved OSRP, the Town would not be eligible to apply for/receive State grants, such as that awarded by the MA Division of Conservation Services for the Crocker Farm/Jewell Hill Conservation Project. As such, the involvement and efforts afforded by the OSRC members is greatly appreciated, including Lorraine DeSouza, Chair (Ashburnham resident), Gary Howland (Ashburnham Conservation Trust representative), Anna Wilkins (North County Land Trust representative), Cec Snow (Ashburnham resident) and Janet Morrison (Advisor).



Conservation Commission

Continued | Annual Report 2019

Lastly, it is important to note that projects near waters and wetlands are subject to the jurisdiction of the Conservation Commission. Everyone needs a Commission permit for activities in wetland resource areas, within 100 feet of a waterbody/waterway or wetland, or within 200 feet of a perennial stream/river. Such actions include, but are not limited to the following:

- Tree cutting / ‘Vista pruning’
- New docks and repairs to waterfront retaining walls
- Soil disturbance such as for septic systems, foundations and deck footings
- New construction and re-construction of existing structures

The enforcement of State/Municipal wetlands regulations continues to be a difficult task due to time management and only part-time staffing. Regardless, the Commission continues to enforce observed violations, and failure to obtain advance approval for regulated actions can result in an enforcement order, fines and/or costly resource restoration efforts, and extensive project-related delays. Simply said ... Plan ahead!

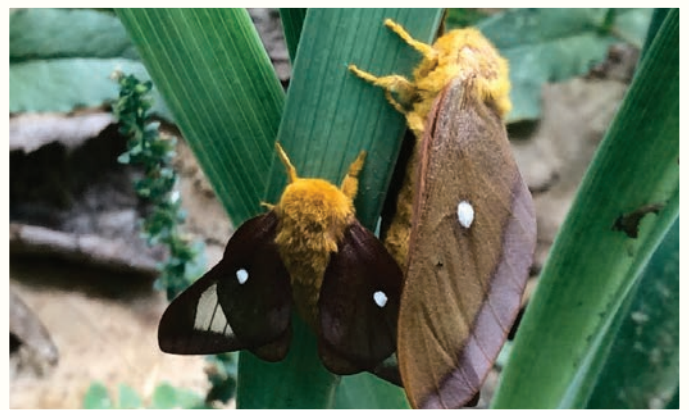
Thus, whatever the proposed action, if you believe a permit is required or even if you’re unsure if a permit is needed, please contact the Conservation Office at 978-827-4100, Ext. 4/Option 1, or inquire via e-mail to conservation@ashburnham-ma.gov to determine the need for prior Commission approval. The Conservation Agent (Richard Turcotte) is available for consultation in the Land Use office at Town Hall (Lower Level) on Tuesdays and Thursdays.



The Conservation Commission meets on the 2nd and 4th Monday of the month. To meet or speak with the Commission, please contact the Conservation Agent.

Respectfully submitted by the Conservation Commission,

Marshall Dennis, Chairman, Chris Picone,
Andrew Henderson, Kristin Godfrey,
Richard Turcotte, Conservation Agent



Building Commissioner

Annual Report 2019

To the Honorable Board of Selectmen and the citizens of Ashburnham:

<u>Purpose of Building Permits</u>	<u>No. of Permits</u>	<u>Fee</u>	<u>Estimated Value</u>
New 1 & 2 Family Dwellings	20	\$42,848.00	\$3,486,000.00
Additions/Alterations/Accessory Buildings	175	\$40,152.00	\$2,621,659.00
Commercial, Industrial, Municipal	14	\$106,625.90	\$10,501,090.00
Solar	0		
Swimming Pools	6	\$350.00	
Stove Permits	19	\$950.00	
Demolition	7	\$525.00	
Total	241	\$191,450.90	\$16,608,749.00

<u>Fees Collected 2019</u>			
Building Permits	241	\$191,450.00	
Safety Permits	9	\$720.00	
Electrical Permits	174	\$23,825.00	
Plumbing & Gas Permits	123	\$12,115.00	
Total	547	\$228,110.00	

The Town of Ashburnham Inspections Department strives to achieve excellence in all facets of building inspection through providing timely, efficient and thorough Inspections. We are committed to providing quality service to all citizens through innovation, continuous improvement, determination and excellence in customer service. We believe that through education and cooperation, we can build positive working relationships within the building community, consumers and citizens alike. The Building Commissioner/Zoning Enforcement Officers goal is to promote safe and compatible development of the community through fair and consistent enforcement of codes and zoning ordinances.

Respectfully submitted,

Richard Travers
Building Commissioner
Zoning Enforcement Officer



Board of Health

Annual Report 2019

To the Honorable Board of Selectmen and the Citizens of Ashburnham:

The Board of Health meets the first Monday of every month. Meetings are open to the public and are held in the Lower Level Meeting Room at the Town Hall. If any resident would like to discuss a matter dealing with a public health issue, they may contact the Land Use Office at 978-827-4100 x117 to schedule a hearing or request a Board member to return their call. You can also contact the Health Agent on Tuesdays and Thursdays from 8:30–10:00am at 978-827-4100 x116.

We also encourage you to visit our website, which has information on how to choose a contractor, regulations and many other helpful topics.

We continue to monitor all regulations within the jurisdiction of the Board of Health. The Nashoba Associated Boards of Health annual report outlines what the Board has permitted for 2019. The Board, with the help of the Nashoba Associated Boards of Health, also held several successful seasonal flu clinics, as well as a rabies vaccination clinic in town.

This year, the Board, as required by the State, enforced the vaping ban and educated retailers on the Regulations that were put in place.

The Board has also been working to update and complete their Emergency Operations Plan, which outlines the procedure for opening and operating an Emergency Dispensing Site, should it become necessary. An activation drill was also completed, in conjunction with the Department of Public Health, while the Board held their flu clinic at Oakmont. The Board is always looking for volunteers to assist with this operation, should it need to be opened and staffed. Please contact the Board if you are interested in becoming a volunteer.

As a reminder to citizens, if you have your garbage picked up please make sure the company you choose holds a license from the Ashburnham Board of Health. The license allows the company to collect and transport residential and commercial solid waste in Town. Waste generated by ones own household and construction and demolition debris are exempt from the requirement to hold a license.

Respectfully, Glenn Hathaway, Chairman
Members: Dr. F. John McLaughlin, Scott Sibley, Patrick Durkee and Thomas Flanagan

Nashoba BOH

Annual Report 2019

ASHBURNHAM ANNUAL REPORT 2019

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Ashburnham. In addition to the day to day public health work we conduct for Ashburnham we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See nashoba.org)
- Through our involvement in the Bio-terrorism Regional Coalition we are keeping the Ashburnham Board of Health up-to date on matters of emergency preparedness planning.
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at Oakmont Regional High School.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with Ashburnham's Board of Health. Included in the day-to-day work of Nashoba in 2019 were the following:

- Through membership in the Association Ashburnham benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists
- Provided health education programs in collaboration with the Ashburnham Council on Aging.
- Collaborated with Montachusett Home Care concerning elders at risk and other safety issues.
- Reviewed 68 Title 5 state mandated private Septic System Inspections for Ashburnham Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Ashburnham Board of Health for enforcement action.

By the Ashburnham Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!



Nashoba Board of Health

Annual Report 2019

ENVIRONMENTAL HEALTH DEPARTMENT

ENVIRONMENTAL INFORMATION RESPONSES

ASHBURNHAM OFFICE (DAYS).....91

The Nashoba sanitarian is available for the public at least twice a week on Tuesdays and Thursday mornings at the Ashburnham Board of Health Office.

(Ashburnham residences can also reach their sanitarian through the Nashoba office in Ayer, Monday-Friday 8:00AM – 4:30PM)

FOOD SERVICE LICENSES & INSPECTIONS18

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. We use a risk based inspection model to insure all licensees are inspected. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

BEACH/CAMP INSPECTIONS.....14

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

HOUSING & NUISANCE INVESTIGATIONS5

Nashoba, as agent for the Ashburnham Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

SEPTIC SYSTEM TEST APPLICATIONS47

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

SEPTIC SYSTEM LOT TESTS174

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.



SEPTIC SYSTEM PLAN APPLICATIONS37

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

SEPTIC SYSTEM PLAN REVIEWS44

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

SEPTIC SYSTEM PERMIT APPLICATIONS (NEW LOTS).....9

SEPTIC SYSTEM PERMIT APPLICATIONS (UPGRADES)36

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

SEPTIC SYSTEM CONSTRUCTION INSPECTIONS62

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

SEPTIC SYSTEM CONSULTATIONS53

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

WELLS11

WATER QUALITY/Well CONSULTATIONS54

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

RABIES CLINICS - ANIMALS IMMUNIZED7

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools.

NASHOBA NURSING SERVICE & HOSPICE

HOME HEALTH

NURSING VISITS.....12

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills

Nashoba Board of Health

Annual Report 2019

include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

REHABILITATIVE THERAPY VISITS.....4

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

HOSPICE VOLUNTEER AND SPIRITUAL CARE VISITS.....6

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance

COMMUNITY HEALTH NURSING

Nashoba's Community Health Nursing program provides an essential public health service to it member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the under-served and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 14 public clinics/programs in your community; those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.

We administered 243 flu shots through our annual clinics. Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

NUMBER OF COMMUNICABLE DISEASE CASES:

INVESTIGATED.....40

CONFIRMED.....15

COMMUNICABLE DISEASE NUMBER OF CASES

• HEPATITIS C1

• INFLUENZA11

• LEGIONELLA1

• YERSINIOSIS.....2

DENTAL HEALTH DEPARTMENT

EXAMINATION, CLEANING & FLUORIDE - GRADES K, 2 & 4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

STUDENTS ELIGIBLE.....245

STUDENTS PARTICIPATING 82

REFERRED TO DENTIST9

INSTRUCTION - GRADES K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

NUMBER OF PROGRAMS.....12



Weights & Measures

Annual Report 2019

To the Honorable Board of Selectmen, Town Administrator and Citizens of Ashburnham,

As the Sealer of Weights & Measures, I submit the following activity report for the fiscal year beginning July 1, 2018 to June 30, 2019.

Scales	16 Inspected 16 Sealed
Fuel Pumps	16 Inspected 16 Sealed
Fuel Oil Trucks	8 Inspected 8 Sealed
Scanners	1 Verified
Salary	\$ 3,065.00
Total Fees Collected	\$ 1,200.00

Also, I attended the annual conference of the Massachusetts Weights & Measures Association held in Marlboro, Massachusetts in September. This conference included training and briefings on regulations and procedures.

Additionally, I am a member of the National Conference of Weights & Measures, from which I receive technical manuals and training materials to maintain my certification.



Special thanks to the Town Hall staff for their assistance during the year.

Respectfully submitted:

Steven E. Slocum

Sealer of Weights & Measures



Town Website

Annual Report 2019

www.ashburnham-ma.gov

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Calendar - Meetings
(Agendas/Minutes)



Town of Ashburnham **Community Life**



Ashburnham Parks & Recreation

Annual Report 2019

To the Residents of Ashburnham and the Board of Selectmen:

The Ashburnham Parks and Recreation Committee mission statement is two-fold: (1) to create and manage recreational events and activities that bring the community together and (2) to maintain our parks and playgrounds in the best possible condition.

The Parks and Recreation Committee meets the 2nd and 4th Thursdays each month and are posted on the Town of Ashburnham's website www.ashburnham-ma.gov. We welcome any suggestions and would love to have more members of the community involved. In 2019, we welcomed our new members and had a switch over in the board. Hank Parkinson stepped up to chair the committee. Cheryl Goller left the committee in an official manner but has been a great support and help as a volunteer. We also welcomed Ashley Lang as the new secretary, Elisabeth Branham, and Jennifer Viana. With this new group of members and support of past members we have felt this as a very accomplished year.

We strive to enhance the quality of life for residents, strengthen community image and community bonds while promoting health and wellness. The Parks and Recreation Committee members offer a variety of events for a wide range of residents. We are dedicated to continuing these activities and programs and are always seeking volunteers and new ideas.

We currently have one open voting position. If you are interested in joining, please send a completed "Volunteer Application Form" to Mary at town hall. You can download the form by going to the home page of the town website and under "Easy Access" click "Forms and Applications". The form is located in the "Home" section.

Without the many volunteers from Oakmont Regional, Cushing Academy and also from the community, these activities and programs would not be possible. We truly appreciate the support!!

SWEENEY MEMORIAL PLAYGROUND

Going into FY20 we are aggressively looking into grants and fundraising to replace the playground structures and enhance the Park as a whole. The playground structures are well past their life span and need to be replaced. There is also a lot of repair that needs to be done to the ground area, including holes that need to be properly filled, and fencing that needs to be repaired.

Parks and Recreation had over 6 yards of fresh mulch spread during the summer of 2019. We also replaced three of the slides that were in need of repair.

If you are interested in helping in this effort, please send an email to parksandrec@ashburnham-ma.gov

WINCHESTER PARK

Winchester Park is most in need of replacement. In the spring of 2019 Parks and Recreation voted to temporarily close the park due to safety concerns. The structures are showing their age with rust and jagged edges.

This decision brought great concern to the residents of Ashburnham, influencing Parks and Recreation to re-evaluate our decision. Parks and Recreation voted to not close the park, but instead decided to repair to the best of our ability. We grinded down rust, sharp edges, and covered all exposed areas with flex seal paint. In addition, we took out the cracked slide and roof covering on the smaller structure. Finally, we spread over six yards of fresh mulch.

While this was taking place a group of residents rallied and started a Friends of Winchester Park. They were in the process of creating a 501C to help raise money to ultimately replace the equipment. It was recently learned that this group did not file any paperwork to become a 501C and to date has not raised any money. We are considering this group as non-existent.

Throughout these discussions we realized that many had an opinion about what Winchester Park should be used as. This led to a community think tank where several folks brainstormed ideas for what Winchester Park could be. It is important to note that Winchester Park is greater than the playground itself, hence the broad reaching interest.

This meeting along with other conversations led to the formation of the Winchester Park Committee, charged by the BOS. The group is active in the research phase of the process.

Ultimately, Parks and Recreation strongly advises the town to take a close look at the playground of Winchester Park as we believe it to be unsafe to our residents.

Dogs

Please use the complimentary bags at the dog baggy station to clean up after your dog. Friendly Reminder -> ALL dogs MUST be on a leash if you bring them to the parks. There is a leash law, please abide by it.



Ashburnham Parks & Recreation

Annual Report 2019

Going into FY20 we are aggressively looking into grants and fundraising to replace the playground structures. The structures are well past their lifespan and need to be replaced. If you are interested in helping in this effort, please send an email to parksandrec@ashburnham-ma.gov

BONFIRE 2019

The bonfire was held in January 2019 at the Ashburnham Sportsman Club. The event attracted approximately 300 people. It consisted of ice skating, S'mores sponsored by the Boy Scouts and Girl Scouts, and of course the bonfire. The Sportsman Club was open for food and cocoa.



7TH ANNUAL EASTER EGG HUNT 2019

The Parks and Recreation committee held the town's 7th annual Easter Egg Hunt at Winchester Park. The playground and green space were divided into 4 groups, Preschool, Kindergarten and 1st, 2nd and 3rd, and 4th and 5th grade, to search for eggs. Approximately 4000 eggs were filled with candy and small toys. One egg in each group held a special ticket to win one of 4 Easter baskets. We also had a free raffle for 2 bicycles.

BASKETS WINNERS:

Preschool- Laila Martin, K-1St - Matthew Daisey
2nd-3rd- Emma Lynne McMahon, 4Th-5Th - Sofia Torres

BIKE WINNERS:

Carolina LeBlanc – 1st Grade
Elias McKay – 2nd grade

A big thank you to all the volunteers, Oakmont NHS and Peer Leaders. Thank you to all the Girl Scouts and leaders who helped to fill all of the eggs.

Thank you to the Ashburnham Lions Club for their continued support of Parks and Rec with a generous donation used in purchasing the bicycles for the raffle.

The egg hunt was a big hit and fun was had by all. Thank you to everyone who helped make this a wonderful event for the children in our community.



SUMMER CONCERT SERIES 2019

Our 2019 Summer Concert Series held at Winchester Park, featured eight weeks of talented performers. The weather worked for us this year and not one performance had to be rescheduled.

The Concert Series is clearly wanted here in town, evident by the number of attendees each week.

Our featured bands were: **Knock on Wood | Tequila Amigos Band From UNCLE | Honky Tonk Hangover | Prizm Terryrifics | The Ashboys | Beatles for Sale**



Ashburnham Parks & Recreation

Annual Report 2019

Jana Harrison from the Ashburnham/Westminster Family Community and Partnership was also in attendance again this year, providing different activities for young children.

The Ashburnham Cultural Council provided a grant to Tequila Amigo that played in our series. Thank you to the Ashburnham Cultural Council for your continued support! We have a great lineup for the 2020 Series. Hope to see you there!

FALL SCARECROW INVASION 2019

On Saturday , October 5th, 2019 the Parks and Recreation committee hosted the 4th annual Scarecrow Invasion. The weather turned out perfect and the event was well attended again by various families, individuals and community groups.

New this year we provided a DJ. Tom Lynch who provided us with some great music to listen to while enjoying the days' events. Pumpkins and hay were donated by Wildwood Farms for our pumpkin painting and scarecrow stuffing. Accessories and clothing were also donated by individuals. Many wonderful, creative and original scarecrows were the result. Many thanks to Cushing volunteers for helping us stake them up along Main Street with the stakes donated from Triumphant Play Systems here in Ashburnham.

Along with making scarecrows, children could choose a large pumpkin from our pumpkin patch to paint. We had donuts on a string race, and Paul Goodwin, a local resident, provided at no charge, mini pumpkins for all to paint.



Ashburnham Parks & Recreation

Annual Report 2019

We did have a little trouble with the wind and weather after the event which hindered our time to select official winners. Thank you to the DPW for putting all the fallen scarecrows back up! Next year we will do the judging on the same day to announce winners in each category.

Thanks to all the volunteers and time put in to make this event a fun day for all. If you have any used items, clothing, hats, additional items please consider donating them for our next scarecrow invasion of 2020.

8TH ANNUAL TREE LIGHTING WITH SANTA PARADE 2019

This much anticipated holiday celebration takes place rain, snow or shine. We have held it in the pouring rain, snow, and frigid temperatures but not this year! This year Mother Nature had other plans, belting us with over 2 feet of snow... needless to say we were forced to postpone it a week. Luckily Santa and Mrs. Claus and all their helpers were able to make the new date! The DPW and John Sell at town hall were a huge help with clearing out the snow for our guests. This year we also added a decorated tree to the gazebo in honor of the holidays. This absolutely beautiful tree was generously donated by an Ashburnham resident, Kim Stirling Roger. Thank you Kim!!! This addition certainly brightened up Winchester Park.

The Tree Lighting was well attended despite the postponement and forecasted rain. We had our regular characters in attendance and also our special guest Elsa from Frozen. The Celebration kicked off with the Girl Scouts singing on town hall steps followed by the parade led by the Oakmont Marching Spartans. Lights went on without any issues and our guests enjoyed the rest of the evening whether drinking cocoa and eating cookies donated by Cushing Academy and Price Chopper or having pictures taken with Santa or doing some crafts.

The crowd lined the street while the Oakmont Marching Spartans led the Santa parade that consisted of decorated cars, trucks and an ATV, from the AFD, APD, and the DPW. The Oakmont Marching Spartans once again, delivered an extraordinary performance!

There are so many variables for planning Ashburnham's Annual Tree Lighting and it would not be the most highly anticipated event of the year without commitment of so many! Thank you APD, AFD, DPW, Kris Demoura and The Oakmont Marching Spartans, Jan Robbins at the Senior Center, Brenda Brown, Greta Chirco, Terrie Cundiff, Jana Harrison, Mackenzie and friends!



Thank you to Oakmont NHS and Oakmont Peer Leaders for volunteering your time to make this an amazing event for the families of Ashburnham!

It truly does take a village!

Respectfully Submitted,
Ashburnham Parks and Recreation
ParksandRec@Ashburnham-ma.gov



Ashburnham Parks & Recreation

Annual Report 2019

ASHBURNHAM & LOCAL SPORTS INFORMATION

SPORT	REGISTRATION STARTS	WEBSITE
BASKETBALL – WINTER OAKMONT YOUTH BASKETBALL	SEPTEMBER – NOVEMBER 1ST DEADLINE	WWW.SPORTSMANAGER.US/OYBL
BASEBALL – SOFTBALL – ROOKIE T-BALL BABE RUTH/CAL RIPKEN SPRING/SUMMER	FEBRUARY 1 – MARCH 15TH	WWW. ASHBURNHAMBASEBALLANDSOFTBALL.ORG
CHEERING - FALL OAKMONT YOUTH FOOTBALL & CHEER	JANUARY	WWW.OAKMONTCHARGERS.COM
DEK HOCKEY – SPRING & FALL FITCHBURG STREET HOCKEY	FEB/MARCH AUG/SEPT	WWW.FITCHBURGSTREETHOCKEY.COM
DEK HOCKEY - SPRING GREATER GARDNER DEK HOCKEY ASSOCIATION	FEBRUARY	WWW.GGSHA.ORG
DEK HOCKEY - SPRING & FALL LEOMINSTER DEK HOCKEY CENTER	FEB/MARCH AUG/SEPT	WWW.IDTADEKHOCKEY.COM
DEK HOCKEY – SPRING, FALL NATIONAL DEK HOCKEY CENTER (WINCHENDON)	FEB/MARCH AUG/SEPT	WWW.DEKHOCKEY.COM
HOCKEY & LEARN TO SKATE – WINTER NCMYH	FEBRUARY/HOCKEY SEPT/LEARN TO SKATE	WWW.NCMYH.ORG
FOOTBALL – FLAG CENTRAL MA FLAG – GARDNER SPRING/SUMMER	FEBRUARY	WWW.CENTRALMASSFLAG.COM
FOOTBALL – FALL OAKMONT YOUTH FOOTBALL AND CHEER	JANUARY	WWW.OAKMONTCHARGERS.COM
SOCCER - FALL OAKMONT YOUTH SOCCER	JUNE	WWW.OAKMONTYOUTHSOCCER.COM
LACROSSE YOUTH – SPRING NCM YOUTH LACROSSE	OCTOBER	WWW.NCMLAX.NET
SOCCER TRAVEL – SPRING & FALL OAKMONT OUTLAWS	NOVEMBER & JUNE	WWW.OAKMONTOUTLAWS.ORG



Council on Aging

Annual Report 2019

To the Board of Selectmen and citizens of Ashburnham, September of 2019 marked 8 years that the Senior Center has been on the second floor of the Town Hall. Life has crept back into our Council on Aging. There is now a full COA board with 10 members. New programs have been implemented and are growing regularly.

The Council on Aging is a town department officially established at the 1994 Town Meeting.

Mission Statement: The Ashburnham Council on Aging supports a healthy and enriched lifestyle for our Seniors by identifying their needs and advocating on their behalf; designing and implementing services to fill these needs; assisting Seniors to maintain their independence to be active members of our community and by enlisting the Community's support and participation.

The Senior Center is open from 9AM-2PM Monday through Thursday. Closed on Friday. Phone #978-827-5000 or 978-827-4100 Ext. #124 to leave a message. The COA van runs Monday through Friday except for Holidays and snow days.

The COA Director reports to the Town Administrator. The COA Board and the COA Director work together to provide services and programs, set policies and oversee the budget to meet the needs of the seniors. The Council on Aging Board meets the second Monday of the month at 11:00.



Christmas 2019



Health Fair



Thanksgiving Luncheon



Silver Sneakers



ASHBURNHAM SENIOR CENTER ACTIVITIES

Lunch Monday-Wednesday. 12PM
Provided by Montachusett Opportunity Council's

- Elder Nutrition Services.
- Line Dancing Monday and Thursday - 10AM
- Silver Sneakers Monday - 11AM
- Acrylic and Watercolor Painting. . . . Tuesday - 10 AM
- Pickleball (Modified Court) .. Mon. & Wed. - 9:30 AM
- Pizza and Bingo. Last Wed. of the Month 12 PM
- Nashoba Board of Health Nurse
- Blood Pressure Clinic – 4th Mon. of the Month - 10:30 AM
- Card Making Class

We want to express our thanks to the Volunteer Council on Aging **Board Members:**

Elouise Baker –Chairperson • **Christina Daws**-Member
Gerry Hamel-Co chair • **Althea Donahue**-Member
Virginia Driscoll-Secretary • **Barbara Hanson**-Member
Betty Bushee-Member • **Gloria Jean Lorion**-Member
Marcy Corby-Member • **Shirley Stevens**-Member

MONTACHUSETT OPPORTUNITY COUNCIL (MOC)

The Montachusett Opportunity Council (MOC) provides congregate meals at the Senior Center Monday through Wednesday @ 12:00 Noon.

The **meals-on-wheels (MOW)** program is designed for the homebound and is a safety net for those who are home alone all or most of the day. The drivers that deliver become familiar with the people on the route and report concerns to the COA Director.

The donation for this meal is \$3.00 per meal and meals are delivered Monday through Thursday. Friday meals are delivered Thursday as a frozen meal.

Call MOC: 978-345-8501, #2 to set up delivery.

MART VAN LOCAL SERVICE	TRIPS	COA VAN LONG DISTANCE SERVICE	TRIPS
#of hours in operation: 1652	Medical: 410	# of hours in operation: 654	Medical: 243
#of days in operation: 222	Social:205	# of days in operation: 114	Social: 163
#of miles traveled: 23,770	Shopping: 774	# of miles traveled: 9198	Shopping: 76
#of non-duplicate riders: 256	Other: 440	# of miles traveled: 186	Other: 4



Council on Aging

Annual Report 2019



A BIG thank you GAAHMA of Gardner for volunteering their help in delivering meals on wheels. GAAMHA is an organization dedicated to providing a wide range of services to individuals throughout Massachusetts and New Hampshire. It is a wonderful organization with a great group of individuals who come into our senior center daily to organize, pack and deliver meals to our home-bound seniors.

Congregate Meals Served at the Senior Center for 2019:
Served-113 meals to 17 unduplicated clients.

Meals on Wheels/Home delivery:

Delivered 1818 meals to 12 unduplicated clients.

Montachusett Regional Transit Authority: Call the Senior Center @ 978-827-5000 at least 24 hours prior to reserve the local MART van or the long-distance medical van for your appointments. To speak to a dispatcher call Monday-Thursday between 9AM and 2PM or leave a message which will be retrieved during operating hours.

The ten-seat passenger van is very popular with our seniors giving them the opportunity to travel out of the area for excursions or much needed medical appointments. This year our Seniors enjoyed the following excursions: Christmas Tree Shop in Nashua, NH; Sand Sculptures at Hampton Beach; Merrimack, NH; Outlet Mall; Christmas Tree Shop; two trips to Bridge of Flowers in Shelburne Falls; Sheriff's picnic in Shrewsbury; Author's Ridge in Concord, MA and Twin River Casino.

DISPATCHER AND VAN DRIVERS: Dispatcher: Mike Horniak
Van Drivers: Another big shout out to all our COA van drivers who go above and beyond in their service to the COA- Jon Bowdoin, Dave Brown, Bruce Hill, Gerard Thibeault and Robert Wotton.

MASSDOT TRANSIT GRANT AWARD

The Town of Ashburnham/COA has been notified that we have competitively been selected to receive a State Fiscal Year 2020 Community Transit Grant Award for a new van! Anticipated arrival of this new van should be in June of 2020. This comes as a great blessing and in the nick of time as our old van is a 2007 model.

Our seniors have hopped into this old jalopy and rattled off to town for far too long! Time for a new rig with heat and A/C. A big thank you to our DPW superintendent and mechanic (Stephen Nims and Jason Lunn) for their help in keeping our current van running and ready for its next inspection! I would like to thank Amanda Belliveau, Roy Gilbert and Michael Horniak for their diligence and research in helping to write this grant. The Senior Center also hosted its eighth annual Community Health Fair with 15 vendors. Flu shots were offered to the community and given by the Nashoba Board of Health.

In December our seniors enjoyed a Christmas Party at McNally's. Forty Five seniors attended the holiday festivities.

The COA hosts many informative presentations throughout the year for the health and well being of our seniors which consisted of medical cannabis, Dementia 101, Alzheimer presentation, bereavement group, healing conversations, senior safe program and the new food label.

TAX REBATE WORK-OFF PROGRAM

The Town of Ashburnham appropriates monies each year to assist seniors with their real estate taxes. Seniors, who are willing and able to work 150 hours in various town departments, earn a maximum of \$1500 credit on their real estate tax bill. There were two recipients working for the COA this year.

NEW PROGRAMS AND SERVICES

The Council on Aging continues to grow. The attendance has risen, and we have added on an extra day of pickleball. A SHINE (Serving the Health Information Needs of Elders) counselor started in July of 2017 and he has assisted approximately 18 seniors this year with their health care needs. SHINE provides free health care information, assistance and counseling to Medicare beneficiaries of all ages. We have also assisted seniors in need of phone and computer assistance, jury duty forms online, and guiding a senior in completing a consular report of birth abroad form. Seniors needs are endless and often "off the cuff", but we are here to serve.

The COA offers events sponsored by the Ashburnham Cultural Council. Last year they supported The Mill Street Performers and performer Dan Kirouac. Comedian Jerry Caruso did a free performance for our seniors.

Respectfully Summited,
Janet Robbins, COA Director



Cultural Council

Annual Report 2019



The Ashburnham Cultural Council (ACC) is a local nonprofit organization that provides financial support, services or other programs for arts organizations and individual artists in the community or region. ACC runs under the auspices of the Massachusetts Cultural Council. During our grant cycle, we aim to give support to local public programs that encourage education, diversity and excellence in the arts. Applications are initially screened using the following criteria:

It is recommended projects have a performance/exhibit date or timeline, audience, and venue. The Council appreciates applicants to provide a venue confirmation in the form of a letter and/or an approved reservation letter from the venue host.

Applications will then be evaluated using all the following criteria:

- Benefit to Ashburnham and the local area
- Collaborations between local institutions
- Artistic excellence (as reflected in resumes, letters, press, videos, other qualifying materials).
- Diversity of age groups, cultural backgrounds and artistic disciplines
- Originality
- Feasibility—ability of the applicant to carry out the project as proposed During year 2019, the Ashburnham Cultural Council created our new mission statement, which is as follows:

MISSION STATEMENT

1. To research, evaluate and fund projects that will provide significant cultural and artistic benefit to the town of Ashburnham through the appropriation of grant state funds.
2. Whenever possible, be a social networking resource for the local artistic community, to include educational meetings on:
 - The process of successful grant-writing
 - Cultural Council criteria for funding.
 - Provide guidance to local artists through communication via e-mail, phone, conversation, etc.

- Present periodic information sessions by guest speakers for the benefit of local artists. Our specific idea for 2020 includes hiring a speaker to discuss ways artists can build a business-minded reness in order to increase their revenue.
- Be an advisory group for a potential “Ashburnham Arts Action” Committee with the town.

In 2020, we plan to add more members who are interested in supporting the arts and culture for this beautiful town, as there will be a turnaround come June 2020. The members of the ACC are appointed by the Board of Selectman to allocate grants funded by the Massachusetts Cultural Council (MCC), a state agency. Funding is based on the town census.

In 2019, our members included the following individuals. Rebecca Cinclair, Deborah Gardner, Monica Tessitore, Wendy Landry Margo, Rebecca Rice Flanagan.

We will continue to support the creation of an “Arts Action Committee” of individuals who will help to support us in our goals.

Members of the committee supported and attended local concert and art openings as often as possible as they happened within the community.

Respectfully submitted,
Rebecca Rice Flanagan, Chairperson
ashburnhamculturalcouncil@gmail.com
February 24, 2020





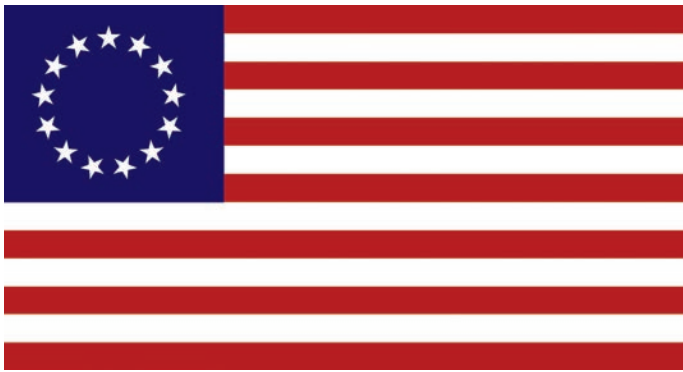
Cultural Council

Annual Report 2019

In 2019, the ACC received \$5900 from the MCC for FY2020 allocation. There was \$1100 in the account for extra distribution. The total, \$7000, was distributed as indicated in the table to the left:

Applicant	Project Title	App #	Year	Type	Decision
Karl Rausch	<u>Dixieland Band</u>	29140	2020	Standard	\$1,200
Winchendon Winds, Inc.	<u>2020 Concert Series</u>	29470	2020	Standard	\$200
Worcester Chamber Music Society	<u>Elegy - Free Ticket Program</u>	31342	2020	Standard	\$250
Anna Sobel/Talking Hands Theatre	<u>The Princess Who Escaped From Pirates</u>	34540	2020	Standard	\$250
Sarah Duncan	<u>Taiko Thunder</u>	34632	2020	Standard	\$400
Audio Journal, Inc.	<u>Radio-Active Theatre</u>	34844	2020	Standard	\$200
Winchendon Music Festival, Inc.	<u>Winchendon Music Festival</u>	36144	2020	Standard	\$375
Tessitore Monica	<u>Flute & Piano</u>	36547	2020	Standard	\$630
Sarah Duncan	<u>The Irish in Boston</u>	38005	2020	Standard	\$363
Rebecca Rice	<u>Marion Rice Dance Legacy Project</u>	38902	2020	Standard	\$350
Ann-marie LaBollita	<u>Reduce Pain and Improve Posture with Yoga</u>	33086	2020	Standard	\$185
Davis Bates	<u>Under One Sky: A Song and Story Celebration</u>	33605	2020	Standard	\$300
Ed the Wizard (Ed Cope)	<u>Dragon Balloon Twisting Workshop</u>	32365	2020	Standard	\$150
Fitchburg Art Museum	<u>85th Regional Exhibition of Art and Craft</u>	31969	2020	Standard	\$100
Gardner Area League of Artists	<u>GALA Annual Spring Art Show 2020</u>	36792	2020	Standard	\$150
Gregory Maichack	<u>Pastel Paint Your Georgia O'Keeffe</u> <u>Miracle Flowers</u>	33266	2020	Standard	\$300
Jana Harrison	<u>Spectacular Science Show with 'Kosmic Kelly'</u>	30730	2020	Standard	\$250
Jenna Morin	<u>Award-Winning Author/Illustrator Visit</u>	34871	2020	Standard	\$980
Tiffany Davis	<u>Operation Welcome Math</u>	38774	2020	Standard	\$367





Veterans Services

Annual Report 2019

As the Veterans Agent for the town of Ashburnham, I hereby submit the following report for Fiscal Year 2019.

I serve the communities of Ashburnham, Hubbardston, and Westminster as the part-time Veteran Service Officer. My office is located in the Westminster Town Hall at 11 South Street Room 131, Westminster, MA 01473. My hours are Tuesday through Thursday, 9am until 2pm. My office phone number is (978) 874-7461.

The Department of Veterans Services can assist Massachusetts veterans, spouses, and eligible dependents with financial assistance, medical reimbursement, reintegration, and applications for burial in a Massachusetts Veteran Memorial Cemetery.

Assistance with emergency home repairs, specially adapted equipment, and transportation can be made available to eligible applicants. Veterans can also apply for disability compensation, housebound Aid and Attendance allowance, pensions, tax exemptions, and many other benefits through the Veteran Service Officer. More information about available benefits and services can be found in the Veteran's Agent section of the Town of Ashburnham website.

During fiscal year 2019 the following expenditures were made through the Veterans Service Office.

Salary	\$8,000
Veteran Benefits	\$68,738.90
Flags for Graves	\$385.92
Total Veteran Benefit Expenditures	\$77,124.82

Report submitted by: Sara Wyman,
Veteran Service Officer



Open Space & Recreation

Annual Report 2019

The Open Space and Recreation Committee was revived in 2019 by a group of veteran conservation minded residents. When asked most people say that one of the reasons they moved to Ashburnham is its abundant natural resources. With that in mind our mission is summarized below:

1. Implement the open space conservation and recreation goals of the **Open Space & Recreation Plan; (OSRP)**
2. Protect natural resources and natural landscapes;
3. Increase and maintain passive recreational opportunities on conserved land and water resources;
4. Work towards strengthening our economy by providing and enhancing existing opportunities for eco-tourism;
5. Protect and preserve the rural and historic character of the Town of Ashburnham;
6. Promote intra-governmental partnerships;

In 2021 the OSRP is due for an update and beyond what its name suggests this plan is a pre-requisite for applying for many of the other grants that towns routinely seek in the administration of their infrastructure projects. This document is a complete inventory of our resources, and land uses, as such it is an integral part of all that a town needs in order to grow and sustain itself responsibly, and with forethought. The OSRP can be found on the town website.

Members are appointed by the Board of Selectmen for one to three-year terms. Our goal is to work with Town boards and commissions, private organizations and landowners to develop opportunities for preservation and enhance existing recreational opportunities.

This committee was dormant for several years. Our first task was to review the priorities of the previously crafted Open Space and Recreation Plan. Members new to town needed to be familiarized with our current resources.

After reviewing the **Source Water Protection Plan** we met with the **Joint Water and Sewer Commission** to discuss the current practice of development in “**Zone A**” of the **Water Protection District**. Next we began to update the inventory of town owned parcels to determine their conservation value. As a result we were able to identify and complete the transfer of prime habitat on Depot Road over to the Care and Custody of the Conservation Commission. As requested by the State we prepared monitoring reports on land previously purchased with funds from the **Land and Water Program**, a task that was required for maintaining eligibility for future grants. We *assisted* the **Trustees of Reservations** outreach efforts when they purchased the Crocker Farm on Jewell Hill,



now open to the public, check it out! Our members are experienced and remain engaged in conservation efforts in other capacities. Our credentials are as follows;

Lorraine DeSouza – OSRC Chair, served ten years on the Ashburnham Conservation Commission-(ACC), ten on the board of the Ashburnham Conservation Trust-(ACT), two on the board of the North County Land Trust-(NCLT) and three on the board of the Massachusetts Association of Conservation Commissions-(MACC).

– **Marshall Dennis**–Clerk, a wildlife biologist has served as the Ashburnham Conservation Commission Chairman for several years.

– **Gary Howland** – Member, is the president of the Ashburnham Conservation Trust (ACT) and has served on the Planning Board.

– **Cec Snow** – Member, is on the board of the Ashburnham Conservation Trust (ACT), our Trails Sub-Committee and the Rail Trail Committee.

– **Anna Wilkins** – Member, is the Executive Director of the North County Land Trust – (NCLT).

– **Chris Picone** – Member, teaches Biology at Fitchburg State and serves on the Ashburnham Conservation Commission (ACC) and on our Trails Sub Committee & the Mount Watatic Management Committee, plus.

– **Janet Morrison, Advisor** – a land protection specialist with decades of experience in the field.

This year we expect to gain momentum towards greater strides in pursuit of fulfilling our mission statement. We still have one opening. We also need Sub-Committee members for special projects. Are you interested?

Contact us at osrcchair@ashburnham-ma.gov
Lorraine DeSouza, Chairman



Stevens Memorial Library

Annual Report 2019



MISSION STATEMENT: The Stevens Memorial Library supports its community through the provision of materials, programs, space, and technology to aid in the educational, cultural, and recreational development of its entire community. The library is committed to providing a welcoming space for Ashburnham citizens and residents of neighboring communities without regard to gender, race, age, religion, national origin, disability, or sexual orientation.

FACTS AT A GLANCE:

Visitors:	31,825
Residents with Library Cards:	2,733
	(2018: 2,399)
Total Collection Use:	40,739
Total Circulation of Materials:	35,696
Electronic Usage (Databases, etc.):	5,043
Total Physical Collection Size:	27,738
Books:	20,698
Audio Books & Music:	1,071
DVDs & Blu-Rays:	4,759
Museum Passes, Kits, Misc:	388
Print Periodicals:	786
Items Added This Year:	2,855
Children's # Programs / # Attendance:	146 / 2,182
Young Adult # Programs / # Attendance:	32 / 153
Adult # Programs / # Attendance:	41 / 744
Computer Sessions:	2,080
Library Website Visits:	11,417
Wireless Sessions Provided:	11,440
Hours Open Per Week:	36
Total Number of Staff:	6
Total Staff Hours per Week:	137

LIBRARY STAFF

Terri Anstiss, Director (FT)
 Claire Laprade, Youth Services (FT)
 Erin Testagrossa, Circulation Manager (PT)
 Keith Penniman, Sr. Library Assistant (PT)
 Angela Wrinkle, Library Assistant (PT)
 Rob Johnson, Custodian (PT)
 Equivalent Full Time Staff: 3.7
 Library Trustees
 Edward Vitone, Chair
 Molly Ruble, Vice-Chair
 Paula Kuehl, Treasurer
 Anne Olivari
 Christopher Rigby
 Katie Stevens

In 2019, the Stevens Memorial Library continued to pursue greater fulfillment of its mission to be an engaging community center and resource for all library users. People visited the Library to attend various fun, engaging and educational programs, access our wireless internet, use public access computers, and check out books, movies and other materials. Through our state-certified membership agreement with the CW/MARS Library Network, our library users also enjoyed access to over 8 million physical items to check out, and, over 65,000 e-books, e-audiobooks and e-magazines! In 2019, 381 people signed up for their very first Stevens Memorial library card, giving them access to our in-house materials as well as access to over 149 public library resources across Central and Western Massachusetts!

A total of 3,079 people attended various library programs in 2019. We continued to offer regular monthly programs for adults like Book Club, Open Mike, craft swaps, as well as special programs every month, including the popular Dianne Mayo Fichtel Memorial Series, craft programs, yoga, and other programs on such topics as cooking, gardening, health, art, history, and more. The Library also provided valuable meeting space for individuals and several town groups such as the Agricultural Commission, Conservation Commission, various civic engagement groups, "Office Hours" for elected officials, Cub Scouts, Girl Scouts, to name a few. Finally, the Library provides outreach to seniors as well as outreach to local schools.

Before July of 2018, SML did not have a dedicated Youth Services Librarian. There was minimal programming





Stevens Memorial Library

Annual Report 2019

available to children and their families because of this. Since then, regular and special programming has increased. Regular programs now include: Fun Club, Lego Club, weekly themed story times and early literacy story times, Therapy Dog story times, and monthly craft programs. Other special programs offered monthly often involve collaboration with local schools, such as Ice Skating at Cushing Academy and Designing with Wood (local public schools), among many others. Attendance at regular and special programs has increased. The Library hosted a “Trick or Treat” on Halloween night; 650 attended and 300 books were given out as “treats.” Summer Reading programs and attendance have increased dramatically in just the last year:

SUMMER READING PROGRAM 2019	SUMMER READING PROGRAM 2018
PROGRAMS OFFERED AGES 0-18 IN 2019: 178	PROGRAMS OFFERED AGES 0-18 IN 2018: 121
PARTICIPANTS (AGES 0-18): 224	PARTICIPANTS (AGES 0-18): 154
884.5 HOURS LOGGED - 381 PRIZES AWARDED	437 HOURS LOGGED - 150 PRIZES AWARDED

We’ve also had an increase in youth library card registration. One of the groups in our community severely under-served before July of 2018 was teens or “young adults.” Since then, a Teen Advisory Board (TAB) has been established with students at Oakmont High School, meeting once a month. TAB members plan future programs, choose materials for the collection, and volunteer at the library. TAB has also organized free weekly yoga classes at Oakmont, and they also organized “Exam Crams,” which happen twice a year before their exams. Exam Crams draw over 40 students per session, with free snacks/drinks, a therapy dog, activities, tutors, and study supplies. Our TAB has been working to make the young adult area a more inviting place for teens. They have even fund raised to purchase new cozy chairs and decorations for the room.

Our Youth Services Librarian has also worked to establish a better relationship with other surrounding schools. She’s registered over 100 Cushing Academy students for library cards with access to our digital resources, spoken during a faculty head meeting about the importance of access to these resources, and has a rotating monthly display of books in the Cushing Library. Our relationship with JR Briggs Elementary has also grown. For the

second year in a row, our Youth Services Librarian has promoted the importance of having a library card to incoming Kindergartners and their families during both their Sneak Peak Open House (August), and in October when she visits each Kindergarten class. Our Youth Services Librarian also visited the elementary school to promote our Summer Reading Program, something that hadn’t been done in years. She spoke to every class over the course of a morning, and handed out promotional materials. We believe this visit was the reason for the great uptick in Summer Reading participation. Our Youth Services Librarian also visits a local preschool once a month for Storytime, and hopes to offer similar services to other area preschools in the future.



2019 brought with it many changes, including changes to the collection, building and staff. To better serve patrons of all ages, the Library relocated the children’s and young adult collections to the ground floor to create a more cohesive space for younger library users. Adult non-fiction and fiction was relocated to the main floor, where other adult materials (large print, audio, DVDs) are located. To better support our dedicated staff, the Library removed the spiral staircase to create more work space at the Circulation Desk. Another building improvement included solving a water infiltration problem that was impacting the Children’s Room. Lastly, the Green Energy Committee installed an EV Charging Station in the Library parking lot! After careful consideration, Library hours were also changed to reallocate staff to provide the best possible service for our deserving community. Emily Donnelly moved on from her position as Director, and the Library welcomed Susan Shelton as the Interim Director until Terri Anstiss became Director in August. Other staff changes included the retirement of custodian Steven Beaupre, the promotion of Erin Testagrossa to Circulation Manager, and the welcoming of a new custodian, Rob Johnson.

We are grateful to our Friends of the Library, who work to support special programs as well as items that enhance our services, such as toys,



Stevens Memorial Library

Library Trustees | Annual Report 2019



puzzles and furniture in the Children's Room. We are also always grateful to the other departments for their ongoing support, especially their attendance at our Summer Reading Kick-off: the fire and police vehicles are always a big hit!

The Library's budget represents approximately 1.3% of the town's overall budget. We work diligently to provide friendly customer service, fun, interesting and educational programs, as well as access to diverse collections, both print and electronic. We are hoping that the coming years will bring further collaboration within our community. The Library is such an important place, and we are working hard to provide our patrons with a safe, welcoming environment where they can enjoy free programming and access to resources and materials they may not be able to access and enjoy otherwise. We appreciate the support of our volunteers, our Friends, our patrons, and our entire community. If there is anything we can do to improve how we serve you, please let us know. We greatly appreciate your suggestions, ideas, and feedback.

Respectfully submitted, Terri Anstiss, Director, on behalf of the Library Board of Trustees

*Information on children and young adult programming and services provided by Claire Laprade, Youth Services Librarian.

To the Honorable Board of Selectmen and the Citizens of Ashburnham

The report of the Trust Funds of the Stevens Memorial Library for the period beginning January 1, 2019 and ending December 31, 2019 is as follows:

Investments at Edward Jones

Beginning Balance (1/1/2019)	\$ 238,941.93
Unrealized Gains/(Loss)	\$ 41,843.87
Expenditures	\$ 0.00
Ending Balance (12/31/2019)	\$280,785.80

Respectfully Submitted,
Paula St. Laurent Kuehl,
Treasurer for Library Trustees



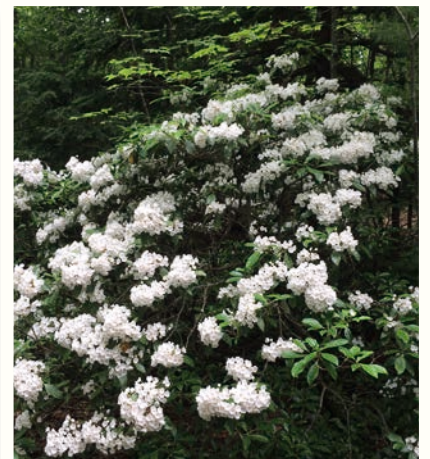
Photo from DPW website:
<https://ashburnhamdpw.com/index.html>



Habitat for Humanity NCM is building two affordable ranch style homes in Ashburnham. Both projects started in 2019 and have completion date around May 2020. One of the houses is being built by Monty Tech with an agreement from the Mass Division of Professional Licensure. This is the MA State Department in charge of Licensing Plumbers and electricians in our state. Building these homes with Trade School students gives them practical experience in their trades. The second home is being built by volunteers coordinated by the staff at Habitat for Humanity NCM. These volunteers usually work Wednesday through Saturday weather and availability of the volunteers permitting. Most of the volunteers come from corporations and charitable groups whose staff volunteer their time. Both homes will have solar panels to make them as energy efficient as possible and keep their cost of living low.

It usually takes Habitat one year to build one house with volunteers. This branch of Habitat for Humanity has built 37 homes over the years and completed 68 critical repairs to existing homes.

The future owners are drawn from a lottery after meeting the criteria for income and need, and participate in the building of their homes by working on it a minimum of 200 hours for a single parent and 350 hours for a couple. The owners will have a 20 – 30 year no interest mortgage which helps them stay in the house. If something happens and they sell it, the deed states it will go to another Habitat applicant. To qualify the owners will have an income of 60% or less of the medium income for this area. These homes will count towards Ashburnham's affordable housing count.

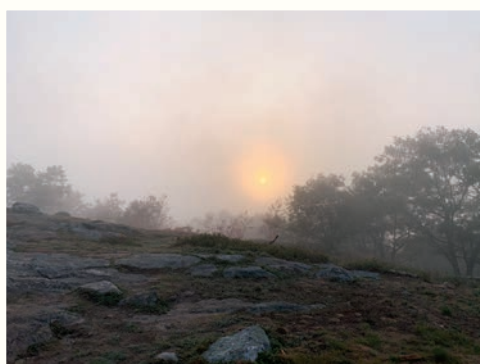
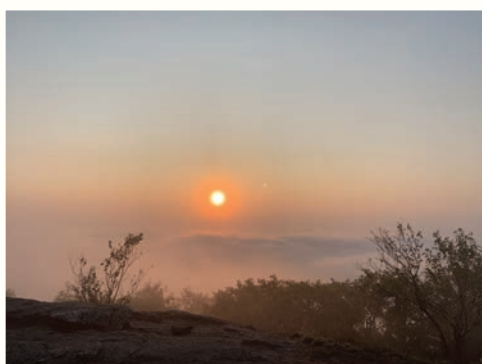
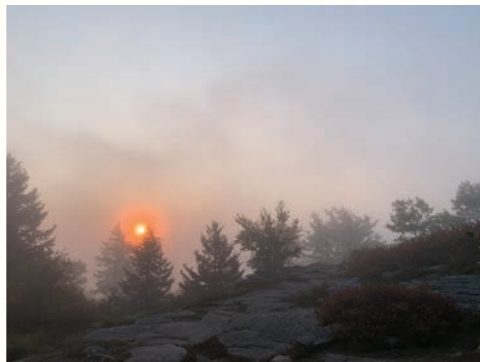


Photos by Laura Knight-Kirkpatrick



Citizens “Our Town” Gallery

Annual Report 2019



Sunrise over Mount Watatic, photo by Brenna Normandin

Photo by Charles Theriault



Photo by Anna Wilkins

